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REMOTE STORAGE

JUSTICE HONOR STRENGTH

Constitution and General Rules

OF THE

International Hod Carriers, Building and Common Laborers' Union of America

Organized at Washington, D. C., April 13, 1903.

Headquarters - Quincy, Mass.

EDITION JUNE 1938
Revised and Amended March 1, 1937

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PREAMBLE

WHEREAS, A call has been issued by Samuel Gompers, President of the American Federation of Labor, for the purpose of forming an International Hod Carriers, Building and Common Laborers' Union; therefore, be it

RESOLVED, That we, the delegates in convention assembled, hereby pledge our undivided support to the purpose of the call; and, be it further

RESOLVED, That we at once apply for membership to the American Federation of Labor.

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DECLARATION OF PRINCIPLES

REMOTE STORAGE

WHEREIN: We hold that all men are created free and equal, and that honor and merit makes the man, and that self-preservation is the first law of nature, and that he who would be free must first strike the blow; therefore, be it

Resolved, That we, Hod Carriers, Building and Common Laborers, do hereby declare and adopt the following for the base of our operations:

First, To gather under one grand banner all of those who toil on buildings within our craft and calling (enumeration of what we consider our calling will be found in Section 58 of our Constitution and By-Laws).

Second, To promote, by all honorable means, the social and financial standing of all of those who wish to partake of the fruits created by amalgamation.

Third, To create general agitation for the purpose of making a universal eight (8) hour day. To increase the wages of the members of the craft.

Fourth, To establish a system of conciliation and arbitration in the different sections of our land.

Fifth, To help the members of the craft in securing lawful and profitable employment.

And, be it further

Resolved, That, knowing and looking to the righteousness of our cause, we solemnly bind ourselves (by our most sacred honor) into one common brotherhood of man, and calling upon the Almighty to witness the rectitude of our intentions, we, the delegates here assembled, form and establish the following Constitution and By-Laws:

PART 1

CONSTITUTION
OF THE
INTERNATIONAL HOD CARRIERS, BUILDING AND COMMON LABORERS' UNION OF AMERICA

NAME AND OBJECT

Section 1. This organization shall be known in name and style as the International Hod Carriers, Building and Common Laborers' Union of America, and shall consist of one International Union, composed as hereinafter provided, and of such Subordinate Unions as may hold legal and unclaimed charters granted by this International Union. The object of this Union shall be the protection of its members, to assist each other by all legal means to obtain fair and just treatment for all laborers, and to elevate their social position.

JURISDICTION AND AUTHORITY

Sec. 2. This International Union shall have supreme ruling power over all Local Unions of the Hod Carriers, Building and Common Laborers' Union of America who may come under its jurisdiction.

The powers of this union shall be

executive, legislative, judicial. The government and superintendance of Subordinate Unions shall be vested in this International Union as the supreme head of all Local Unions, and its jurisdiction shall be the ultimate tribunal to which all matters of importance to the welfare of the several Local Unions or any member thereof shall be referred for adjustment, and its decision thereon shall be final and conclusive; to it shall belong the power to determine the customs and usages in regard to all matters in relation to the fellowship of the craft.

Sec. 3. All legislative powers shall be reserved to this International Union, duly convened in session, and shall extend to every case of legislation not delegated to and reserved for Subordinate Unions who may desire to submit important questions or amendments to the Constitution to be voted on by referendum. All changes in the law must receive the endorsement of five (5) different unions, no two unions to be located in the same State. All questions or amendments submitted for referendums must be forwarded to the General Secretary-Treasurer in writing, who in turn will

submit same to the General Executive Board for their approval. If the General Executive Board endorses such amendments, they shall be submitted to the Subordinate Unions for referendum vote, except, however, that the General Secretary-Treasurer with the consent of the General Executive Board, may submit to the Subordinate Unions such amendments as he deems necessary.

Sec. 4. All the executive powers of this Union when not in session shall be vested in the executive officers, President, Vice-Presidents and Secretary-Treasurer.

Sec. 4A. The International Executive Board shall have all the powers of, and concurrent with, Local Unions.

APPEAL FROM THE DECISION OF THE EXECUTIVE BOARD

Sec. 5. In case of appeal from the decision of the Executive Board by a Local Union or member, notice of the decision rendered and a certified copy of proceedings must be forwarded under seal of the Local Union to the General Secretary-Treasurer, who will present the matter to the next meeting of the convention.

OFFICERS AND MEMBERS OF THE INTERNATIONAL UNION

Sec. 6. The officers of this International Union shall consist of a President, First, Second, Third, Fourth, Fifth and Sixth Vice-President, General Secretary-Treasurer and delegates from Local Unions in convention assembled.

ELECTION AND INSTALLATION OF INTERNATIONAL OFFICERS

Sec. 7. The election of officers of this International Union shall be by secret paper ballot, majority of votes polled to constitute an election. Nomination of officers for the International Union shall be made singly and voted on as per order of nominations made. At all elections of officers the President shall announce the names of the candidates for all offices in rotation as they have been nominated. He shall appoint, before proceeding to ballot, two tellers and one clerk, who shall receive, in front of the President, the votes of the members. The tellers shall canvass the votes and report the result to the President, by whom the result shall be announced.

Sec. 8. All officers of this Union shall be installed three months after

elections, and shall be required to take the obligation as per ritual. Candidates for the office of General President, General Vice-Presidents and General Secretary-Treasurer, must be members in continuous good standing in the Subordinate Unions they represent at least twelve (12) months; also said Unions must have belonged to the International Union for a period of twelve (12) months.

ORGANIZATION BY DELEGATES

Sec. 9. This International Union shall be composed of elective and appointive officers, and the legally elected representatives of the Local Unions acting under the Constitution.

ADMITTANCE AND REPRESENTATION

Sec. 10. This International Union shall not recognize in convention any Local Union that does not or may hereafter exist unless they adopt laws in conformity to this Constitution.

Sec. 11. Delegates from any Subordinate Union in arrears shall not be entitled to seats in the convention until all said arrears are paid.

Sec. 12. Any officer or member of a Subordinate Union may act as a delegate to this Union, if elected by

his respective Union, providing such member shall have been in continuous good standing in his Local Union at least twelve (12) months, and no ex-delegate shall be debarred from election on account of previous representations. Subordinate Unions have the privilege to regulate their own laws with reference to the eligibility of members to be elected as delegates, by prescribing a fixed limit of time for membership, or for other offices in their respective Unions, providing, however, that the laws in this respect conform to the Constitution of the International Union.

Sec. 13. No Subordinate Union shall be entitled to representation in convention unless such Subordinate Union has applied for and obtained a charter of affiliation at least three (3) months prior to the convention.

TIME AND PLACE OF MEETING

Sec. 14. Every five (5) years the General Secretary-Treasurer shall place before the Unions, by referendum vote, the question as to whether or not a convention shall be called that year. If two-thirds of the members voting cast their ballots in favor of

calling a convention, the General Secretary-Treasurer shall issue the convention call.

The Secretary-Treasurer shall send out the convention call three (3) months before the date of the convention, and if one (1) month before the date of the convention it is found that not one-half of the Locals affiliated intend to be represented at that convention, the Secretary-Treasurer shall notify the Local Unions that the convention shall be postponed for another term.

The meetings of this International Union will be held on the third Monday in September, at such place as shall be designated by the convention at the preceding session. Majority of delegates representing, accepted by the convention shall constitute a quorum, and all business transacted by them will be considered legal. Election shall take place at said convention.

LOCATION OF HEADQUARTERS

Sec. 15. The headquarters and general office of the International Hod Carriers, Building and Common Laborers' Union of America shall be located in Quincy, Mass., and cannot

be removed therefrom only by a general vote of the Local Unions or delegates in convention assembled.

OFFICIAL SEAL

Sec. 16. The International Union shall have an official seal with an appropriate device, which is now used, and which shall be affixed to all documents and papers issued by and under the authority of the International Union, an impression of which shall be deposited with the General President.

DUTIES AND POWERS OF THE GENERAL PRESIDENT

Sec. 17. The General President shall preside at all meetings of this Union, preserve order and enforce the laws thereof. He shall decide all questions of order, law and usages, and all constitutional questions, subject to an appeal to this Union. He shall have the deciding vote whenever the vote of this Union shall be equally divided on any question, but shall not vote at any other time. He shall appoint all appointive officers and all officers pro tem., and all committees not otherwise ordered. He shall countersign all orders on the treasury for the pay-

ment of such moneys as shall be required by this Constitution and special directions of this Union. He shall have power to visit Subordinate Unions and inspect their proceedings, either personally or by deputy, whenever the necessities of the case demand it, and require a compliance with the laws, rules and usages of this Union. The President shall have the power to and shall appoint an Assistant Secretary and Sergeant-at-Arms, whose duties are hereinafter defined. He shall also appoint all special deputies, defining their duties and powers. He shall cause to be issued the password every three (3) months, the same to be communicated to the General Secretary-Treasurer to be furnished to the President of each Local Union in good standing. He may require at any time any information from any officer of this Union respecting his members. He shall examine all laws and rules of Subordinate Unions and see that they conform to the International Hod Carriers, Building and Common Laborers' Union Laws before they meet with his approval. He shall attend all meetings of this Union during his term of office and shall be ex-officio

member of all committees. He shall have general supervision of the interests of this Union as the supreme executive officer, and shall submit a printed or written report at each meeting, not later than the second day, morning session, of his acts and doings in relation thereto, and shall perform such other duties as this Constitution or Union may require. All expenses and loss of time incurred by him in the discharge of his duties as President and General Organizer shall be defrayed by this Union. During his term of office he shall make a full report of all work performed and submit the same to the General Convention. He shall receive for his salary $7,500 per year. In case of death, absence, or a vacancy in his office, the Vice-President shall succeed to his office, and all duties, for all purposes for the remainder of his term. His term of office shall expire three (3) months after his successor has been duly elected and installed. He shall have the power to investigate or deputize other persons to investigate any grievance that may arise in any Local Union or the misconduct of the officials of any Local Union, and in

case of any defalcation or charge on the part of the members that the officials are dishonest, or if the General Secretary-Treasurer or General President has any cause to believe a Local Union or officials are negligent, the General President shall have the right to investigate or cause to be investigated, and shall compensate the person he has engaged for such duties; and if he believes it necessary shall have the guilty parties prosecuted and deposed from office pending further investigation and during the trial. He shall have the authority to demand that all books, receipts and any other paper pertaining to the Local be turned over to him or any person authorized by him, this person to be a member of the I. H. C., B. & C. L. U. of A. Any Local Union refusing to comply with this request shall be suspended from the International Union until the request has been complied with. He shall also have the power to preside either personally or by deputy, at any meeting of the affiliated Locals in case a question arises between the officers and members of the Union, and he shall continue to do so until harmony has been restored. The Pres-

ident shall during his term of office have the right, from time to time, to engage such services as he requires to assist him in his duties, either to organize, investigate complaints, address meetings, or appear at conferences in the interest of the International Union.

The General President and the General Secretary-Treasurer are hereby vested with authority over and to enter into national, regional or area agreements with employers or Employer Associations. The General President, subject to review by the Executive Board, is hereby given full authority to enforce observance of such agreements and other lawful orders.

DUTIES OF THE VICE-PRESIDENTS

Sec. 18. It shall be the duty of the First, Second, Third, Fourth, Fifth and Sixth Vice-Presidents in their order, to perform all duties of the President in his absence, or whenever requested by him to do so, and such other duties as this Union may require; their term of office to expire three (3) months after their successors have been duly elected and installed. In case of death, absence or inability of the Vice-Presidents, or a vacancy in

their office, the General Executive Board shall have power to fill the vacancy. Expenses and loss of time incurred by them in the discharge of their duties, when authorized by the General President and General Secretary-Treasurer, to be paid by this Union. During their term of office they shall make a full report of all work performed and submit same to the General Convention.

DUTIES OF THE GENERAL SECRETARY-TREASURER

Sec. 19. It shall be the duty of the General Secretary-Treasurer to keep a correct record of the proceedings of the International Convention and General Executive Board. He shall have charge of the funds of the organization and shall receive all moneys from Local Unions and pay all bills authorized by the General President; conduct all official correspondence and receive all applications for charters and shall sign and grant the same upon the recommendation of the General President. He shall receive the pass-words from the General President and furnish the same to the duly authorized officer of all Local Unions.

He shall also make a quarterly report

to each Local Union of all moneys received and disbursed; also the financial standing of the International Union. He shall have charge of the official seal of the International Union and shall cause to be issued a membership due book, and provide all members in good standing in all Local Unions through their Local Secretary with universal membership due books. The General President and the General Secretary-Treasurer are hereby vested with authority over and to enter into national, regional or area agreements with employers or Employer Associations. His bond shall be five thousand dollars ($5,000) and such bond shall be paid for by the general organization. He shall receive for his salary $6,000 per year. His term of office shall expire three (3) months after his successor has been duly elected and installed.

DUTIES OF THE EXECUTIVE BOARD

Sec. 20. The Executive Board shall have entire control of all executive business of this Union, and all matters pertaining to the welfare of the International Union shall be submitted to the Executive Board when not in session, by the General Secretary-

Treasurer in the form of references. It shall be their duty to consider such matters as are presented and report to the General Secretary-Treasurer on reference blanks furnished, giving their decision on all matters referred to them from time to time. They shall also meet at least once a year for the purpose of considering such matters as may be brought to their attention, viz., the settlement of all disputes between bosses or exchanges and members of this or Subordinate Unions, and their decision shall be final unless reversed by the convention. Any failure on the part of any member of the Executive Board to make his reply within ten (10) days after receipt of reference, a fine of five dollars ($5) shall be imposed. All fines shall be made payable to the International Union.

Sec. 21. The Executive Board shall have the entire control of all judicial business of this Union, when not in session, viz., all appeals by members of Unions against each other; all decisions as to the law or usage of the Hod Carriers, Building and Common Laborers' International Union of America; all charges or disputes of

one member against another or his Union, and all charges or disputes of one Union against another and all questions as to the law raised or reported by Deputies. In fact, all questions relating to laws of International Union, and their decisions shall be final (unless reversed by the International Union in Convention assembled) and must be respected and obeyed accordingly. And they shall forward to the Secretary of the International Union all papers and copies of all decisions rendered or business transacted by them, to be by him placed on file among the records of the International Union, and be printed in the Executive Board's official report.

Sec. 22. An officer of the International Union whose Local Union becomes in arrears to the International Union may retain his standing as an officer and his membership in the International either by transferring his membership to another good standing Local Union of the International or by paying his dues direct to the General Office until the time of the next convention, but such a member cannot have any connection with his

former suspended Local Union.

Sec. 23. The President and General Secretary-Treasurer shall have power to engage a Public Accountant at the expense of the International Union to audit the books of the General Secretary-Treasurer at the close of each fiscal year. A full report of his findings will be submitted to all affiliated Local Unions.

REPORTS OF DELEGATES

Sec. 24. At each session of the International Union, the officers and delegates of the International Union and delegates to the A. F. of L., and other International Bodies which they have been authorized to attend, shall submit a full and complete report of all of their official acts during the preceding session of the I. U., and not later than the second day, morning session.

CREDENTIALS OF INTERNATIONAL OFFICERS

Sec. 25. The General President shall cause to be issued a credential to each International Officer, showing rank, date of election, which shall be recognized by all officers and members of all Local Unions of the I. H. C., B. &

C. L. U. of A., as authority to act for the General President and International Union within the limits of the Constitution. He shall also cause to be issued a credential to all Organizers appointed, showing rank, date of appointment and the jurisdiction to be covered, with the power to institute new Local Unions and install officers, and such other duties as may be assigned them by the General President.

REPRESENTATION

Sec. 26. Each Union now organized, or which shall hereafter organize under the jurisdiction of the International Union, shall be entitled to representation as follows: One delegate or one vote for all Locals of 100 members or less, two votes from 100 members up to 250, three votes from 250 to 500, four votes from 500 to 1,000, five votes from 1,000 to 2,000, six votes from 2,000 to 5,000, seven votes upward of 5,000, and the average membership shall be rated according to the yearly average payment of per capita tax or majority fraction thereof. Proxy representation shall be

allowed under no circumstances except in the case of districts where District Councils exist, and in that case no delegate shall be permitted to cast more than five (5) votes, including the Union he represents.

FORM OF CREDENTIAL

Sec. 27.

Headquarters of the Hod Carriers, Building and Common Laborers' Union, Local No.....

Date.....19..

To the Officers and Members of the International Hod Carriers, Building and Common Laborers' Union:

This is to certify that Brother..... of Local Union No....was duly elected at a regular meeting held on (..... *specify date*), as representative of Local No....., as a delegate to the International Hod Carriers, Building and Common Laborers' Union Convention, to be held at .....Date.....

In witness whereof, we have attached the seal of this Local Union.

(Signed)

..... President

.....Rec. Sec'y

FAILURE TO FORWARD DUPLICATE CREDENTIAL

Sec. 28. The General Secretary-Treasurer shall provide and issue to all Local Unions for their duly elected Delegate or Delegates a form of credential as specified in Section 27 of this Constitution, and the Corresponding Secretary of all Local Unions shall cause to be forwarded to the General Secretary-Treasurer of this International Union a duplicate credential of the names of their duly elected Delegate or Delegates or Alternate Delegate, on or before one month prior to the date of the Convention. Any Local Union failing to comply with this section (28) shall be fined five dollars ($5), fine payable to the General Secretary-Treasurer of this International Union.

COMMITTEE ON CREDENTIALS

Sec. 29. The Committee on Credentials shall consist of the President, Secretary-Treasurer and three (3) members appointed by the President from the list of duplicate credentials of duly elected delegates. They shall repair to the site of each and every

succeeding Convention, examine all the credentials and be ready to report at the first morning session on which the Convention convenes. Unions failing to report ten (10) days prior to the time of meeting of Convention shall not be entitled to have their delegates' names printed on the list. In the event of a contest they shall hear the evidence and decide upon the Delegate entitled to be seated, and report their finding to the Delegates in Convention assembled.

PRINTING AND SUPPLIES

Sec. 30. The General President and General Secretary-Treasurer will be empowered to enter into contracts with advertising solicitors and receive all bids and award all contracts for printing of the International Union, and all Local Union supplies, and all Local Union supplies shall be uniform and secured from the General Secretary-Treasurer, upon the official order blank furnished; money to accompany all orders for supplies.

COMPENSATION OF INTERNATIONAL OFFICERS

Sec. 31. All International Officers of the I. U. shall receive such com-

pensation for services rendered and expenses incurred in the performance of their duty as each session may determine.

Sec. 32. The International Union shall pay to its officers, who have been regularly elected delegates to the Convention representing their unions, the actual cost of transportation to and from the Convention.

RESOURCES OF THE INTERNATIONAL UNION

Sec. 33. The resources of the I. U. shall be Charter Fees, and regular monthly Per Capita Tax levied on each member in good standing of all Local Unions, and by special assessments levied, and initiation fees upon all members to the International Union, together with the amount received for supplies furnished by the I. U.

GENERAL FUND—HOW CREATED

Sec. 34. All receipts from per capita tax, initiation fees, sale of supplies to local unions, and all other sources, not otherwise provided for, shall be placed in and become a part of the General Fund of the International Union, and all expenses incurred in

connection with death benefits and all other expenses of the International officers and organizers and employees of the General Office, including the general running expenses of the International Union, incident to conducting the business affairs of the General Office, and all other expenses not otherwise provided for, shall be paid from the General Fund by the General Secretary-Treasurer.

POWER TO LEVY ASSESSMENTS

Sec. 35. The Executive Board has the power to assess the members of the Local Unions not more than fifty cents (50c) per year for organizing purposes.

Sec. 36. The General President and General Secretary-Treasurer, in conjunction with the Executive Board, shall have power to levy such special assessments against Local Unions when any emergency may so require it, but in no case shall assessments be more than ten (10) cents per member; neither shall they be levied more than twice a year.

Sec. 37. All assessments for organizing purposes as per Section 35, and special assessments, as per Section 36,

shall be collected and returns made as provided for in section 39 of this Constitution governing the payment of per capita tax.

INITIATION FEE TO THE INTERNATIONAL UNION

Sec. 38. The Financial Secretary of each Local Union shall report regularly each month the names of all members who are initiated into his Local Union, remitting the sum of two dollars ($2.00) as initiation fee to the International Union. Dispensation of initiation fee can be granted by the General President in cases that he deems expedient.

PER CAPITA TAX

Sec. 39. It shall be the duty of the Financial Secretary of all Local Unions to report regularly each month to the General Secretary-Treasurer, giving the names of all members in good standing and at the same time remitting the sum of thirty-five cents (35c) per member per month as the regular monthly per capita tax which must be paid on or before the tenth day of the second month for which the report is due, at the same time

reporting the names of all members suspended or expelled. Upon receipt of the monthly report each month, the General Secretary-Treasurer shall furnish the Financial Secretary of the Union making his report with the required number of stamps to receipt members in their due books and all members will be required to carry the official membership due book issued by the International Union to enable them to receive their monthly stamp so that they may know if, and when, they have paid their monthly dues to the Local Union. It shall also be his duty to forward a receipt to the Financial Secretary for money received. Failing to receive the per capita tax by the end of two months and ten days for the month for which the report is due, the General Secretary-Treasurer shall notify the Union, advising the Union that unless the per capita tax is paid within fifteen (15) days their members shall stand suspended and shall be debarred from all benefits, and can only be readmitted upon the payment of the readmission fee of one dollar ($1.00) for each member of the Union.

Sec. 40. Any local Union falsifying reports, or neglecting to report regularly each month, shall stand suspended from the I. U., without further notice, and their members debarred from all benefits. All remittances made to the International Union must be by post-office or express money order. Only certified checks will be acceptable in payment of per capita tax or initiation fees.

Sec. 41. Any member of a Local Union desiring to leave the locality in which he is working, and going to a locality where there is no Local Union affiliated with this International Union, can retain membership in the International Union by sending his dues back to his Local Union.

POWER TO GRANT CHARTERS

Sec. 42. The International Organization will grant charters to any ten (10) hod carriers, building or common laborers, as set forth in Section 43 of this Constitution, throughout America, providing they can fill the requirements set forth. The supplies furnished with a charter will be a voucher and receipt book, one seal, Financial

Secretary's book, Treasurer's book, minute books, two rituals, one hundred letterheads, one hundred envelopes (stock), fifteen copies Constitution; said charter and seal shall be the property of the International Union, and shall be delivered by the Local Union to the General President of the International Union upon demand by the General Executive Board or the Convention. In localities where there is a Local Union already existing and chartered by the International Organization, no second charter shall be granted unless with the consent of three-fourths of the members present at a notified meeting of the existing Local Union, the vote to be taken by ballot; the ballots are to be retained for sixty (60) days, afterwards the same to be given in writing, properly attested by the President and Secretary, with the seal of existing Union attached. The General Executive Board shall have the power to grant charters in any city or town where there is a Local if they consider it for the best welfare of the Organization, subject to the approval of the International Convention.

FORM OF APPLICATION FOR CHARTER

Sec. 43. (City and date.) We, the undersigned wage workers, believing it to be well calculated to improve our intellectual and social conditions and promote our industrial well-being and advancement, respectfully petition the International Hod Carriers, Building and Common Laborers' Union of America to grant us a charter as representatives of said International Union. The regular meetings of this Local Union will be held every ....., at No..... .....street, city of ..... state or province of.....We hereby pledge ourselves individually and collectively, to be governed by the Constitution, By-Laws and Rules of this International Union. All Local Unions shall have the power to arrange their own local laws for the self-government of their own Local Union, providing they do not conflict with the Laws, Rules and usages of this International Union, as may be made or may be established in this International Union, as above named. The total number of members in Union.....

President.
Vice-President.
Recording Secretary.
Financial Secretary.
Corresponding Secretary.
Treasurer.
Sergeant-at-Arms.
Guard.

FORM AND PROVISIONS OF CHARTER

Sec. 44. International Hod Carriers, Building and Common Laborers' Union of America, organized April 13, 1903, doth grant this charter to: President, Vice-President, Recording Secretary, Financial Secretary, Corresponding Secretary, Treasurer, Sergeant-at-Arms, Guard. And to their successors legally elected, to constitute a Union to be known as..... Union No. .....of the.....to be held in ....., for the purpose of effecting a thorough organization of the calling; and the said Union being duly formed, is hereby authorized and empowered to initiate into the Union any person or persons duly proposed and approved according to the Constitution adopted by the International

Union, and to enact By-Laws for the government of their Union. Provided, always, that the said Union do conform to the Constitution of the International Union; and provided, also, that said Union be held in.....in the.....and not removed therefrom without the consent of the International Union, and should the said Union No.....be dissolved or forfeit its charter, then all books and papers of said Union shall become the property of the International Union. And further, in consideration of the due performance of the above, the International Union does bind itself to support the said Union No.....in the exercise of their rights and privileges as a Subordinate Union. In witness whereof, we have subscribed our names and affixed the seal of the International Hod Carriers, Building and Common Laborers' Union of America, this....day of.....A. D., one thousand nine hundred and.....

(Seal)

.....
President.

.....
General Sec'y-Treas.

CHARTER FEE

Sec. 45. Any number of wage workers of our craft, not less than ten (10), who are desirous of forming a Local Union of our calling, will be granted a charter in the International Union upon request for application. Fee for charter will be fifteen dollars ($15), which will include seal and all books necessary to conduct the affairs of a Local Union. With this charter fee will also be included fifteen (15) due books free of cost, but all due books over that number will cost fifteen (15) cents each.

VACANT CHARTER NUMBER

Sec. 46. In case any Local Union is expelled or lapsed and the charter number is vacant, the next Local applying for charter shall be given one of the vacant numbers that the Local numbers may at all times run consecutive with the International Hod Carriers, Building and Common Laborers' Union of America.

CHARTERING INDEPENDENT UNIONS

Sec. 47. Where independent Locals as an entirety come under the jurisdiction of the International Union, the

charter fee required will be five dollars ($5). The sum of fifty (50) cents for every member reported will also be charged, thirty-five (35) cents of this amount being for the first month's per capita tax and the remaining fifteen (15) cents will cover cost of the due book.

RE-ADMISSION

Sec. 48. Local Unions suspended for not over one year for non-payment of per capita tax may be readmitted upon the payment of one ($1.00) dollar for each member as a readmission fee. Local Unions (or members of Local Unions) suspended for over one year will have to reinitiate in order to reaffiliate. That is, such Locals will have to pay the regular charter fee of $15 and single members must pay the regular initiation fee of $2.00 each in order to be reaffiliated. Local Unions applying for readmission must present the names of their members on an official report blank furnished for that purpose. The one ($1.00) dollar charged as a readmission fee to the International Union will include the cost of the issuance of the membership due book and one (1) month's per capita tax on each member of the

Union. The members of a local Union readmitted, must be in continuous good standing in this International Union for one or two years respectively, from the date of their readmission in order to be entitled to any benefits from this International Union. (See section 51 of this Constitution.) Dispensation of readmission fee may be granted by the General President on request for same.

UNLAWFUL TO ISSUE SOUVENIRS

Sec. 49. It shall be unlawful for the I. U., or any Local Union, to sell or grant permission to any person, or persons, the right to solicit advertisements, to issue souvenirs or any such matters in cities where charters are issued to Local Unions from this I. U., also cities where the Convention of the I. U. is held in the name of the International Hod Carriers, Building and Common Laborers' Union of America, and Local Unions or members found guilty of any offense as herein provided will be subject to a fine.

DEATH BENEFIT

Sec. 50. Upon the death of a member who was in good health at the time of his last admission into the Inter-

national Union and who at that time was over 50 but less than 60 years of age and who at the time of his death was and had been in continuous good standing for not less than one year, the International Union will pay to those legally entitled thereto the sum of fifty ($50.) dollars and for such member who was and had been in continuous good standing for two years or more the sum of one hundred ($100.) dollars. All upon compliance with all the requirements herein provided.

Sec. 51. Upon the death of a member who was in good health at the time of his last admission into the International Union and who at that time was under 50 years of age and who at the time of his death was and had been in continuous good standing for not less than one year, the International Union will pay to those legally entitled thereto the sum of one hundred ($100.) dollars; and for such member who was and had been in continuous good standing for two years or more the sum of two hundred ($200.) dollars. All upon compliance with all the requirements herein provided.

Sec. 52. Death certificates must be accompanied by the due books of the

deceased member, and to be entitled to benefits, the member's book must correspond with the reports made to the General Office by the Financial Secretary of the Union of which he is a member, and must show that at the time of death he was in good standing with the International Union. City Registrar's Certificates, Physician's and Undertaker's Certificates must also accompany all notifications of death. The Financial Secretary of the Local Union of which the deceased is a member must notify the General Secretary-Treasurer immediately upon the death of a member in good standing, provided the member is eligible to benefits as provided for by the Constitution.

Sec. 53. When a question arises as to the legality of a death claim, the General Secretary-Treasurer shall have authority to investigate the case and require a sworn statement signed by the President and Financial Secretary of the Local Union from which the claim originated.

Sec. 54. The International Union shall establish and maintain a filing system on which shall be kept by the

General Secretary-Treasurer a record of each member of all Local Unions, showing the name, number of card, when initiated, when transferred, suspended, expelled or died, together with the number of the Local to which the member belongs.

Sec. 55. Upon the death of a member entitled to benefits, said member having no person to take care of his remains, the President and Secretary of the Local Union shall take charge of the same, provide for interment, the expense not to exceed the amount of his claim in accordance with his standing in the International Union, as provided for in Sections 50 and 51 of this Constitution. If no claim duly verified by the claimant to the death benefit is made by heirs or legal representatives within one year after the death of the said member, the claims shall become void and the balance of the death benefit shall revert to the treasury of the International Union.

Sec. 56. Any officer of the Local Union convicted of receiving death benefit illegally shall be fined the amount of said benefit, and dealt with according to the laws of the International Union and civil laws.

Sec. 57. All right of action upon the International Union by any beneficiary member shall be absolutely barred unless proofs of death shall be forwarded to the General Secretary-Treasurer, together with the record of his standing in his Local Union of which he was a member as hereinafter required within one year after such date, and it shall be likewise barred unless such action shall be commenced in some court of competent jurisdiction within one year after the official rejection of any claim, if any, by the International Union. No death benefit shall be paid on a member if he was over two (2) months in arrears for dues to the International Union at the time of his death.

A member will not be entitled to any death benefit if the Financial Secretary of his Local Union failed to pay per capita tax for him to the International Union as provided for in Section 39 even though the member has paid his dues to the Local Union.

A member of any Local Union desiring to know if he is in good standing in the International Union may make inquiry to the General Secretary-Treasurer.

Sec. 58. Wrecking of buildings, excavation of buildings, digging of trenches, piers and foundations, holes, digging, lagging, sheeting of said foundations, holes, and caisson work, concrete for walls, foundations, floors or any other construction, whether done by hand or any other process, tending to masons, mixing and handling all materials used by masons, building of scaffolding for masons, plasterers, building of centers for fireproofing purposes, tending to carpenters, tending to and mixing of all material for plastering, whether done by hand or any other process, clearing of debris from buildings, shoring, underpinning and raising of old buildings, drying of plastering, when done by salamander heat, handling of dimension stones and common laboring in the construction of streets, sewers and tunnels. Working in air pressure (compressed air), whether in caisson cylinders, subway, tunnels or compartments. Sinking of all open caissons for whatever purpose they may be used. Common laboring in factories, mills and shipyards. *Paving, ramming, curbing and surfacing of ways, courts and bridges.*

CONCILIATION AND ARBITRATION

BOARDS

Sec. 59. Each Local Union shall create Boards of Conciliation and Arbitration for the purpose of establishing a means whereby all questions in dispute between themselves and employers can be peaceably settled. The form and nature of such agreement shall govern such matters of interest as is most likely to form subjects of dispute, such as the regulation of the rate of wages per hour for general work, the rate per hour for extra or overtime, specifying the rate and hours for such, the rate for holidays, and specifying the same, the number of hours worked per day, and such other questions or rules as may be of joint benefit to employers and employees represented by such agreement. Such agreement shall remain in force and effect for one year from date agreed upon, or until changed by subsequent agreement. All questions to be settled by this committee must be referred to it without being exclusively acted upon independently by either association.

HOW TO FORM DISTRICT COUNCILS

Sec. 60. Whenever two or more Local Unions are formed in any one city or adjoining cities within a territory of ten (10) miles, a District Council shall be formed upon application to the office of the General Secretary-Treasurer for a charter, accompanied with a fee of Five Dollars ($5.00), which will entitle them to a charter and seal and other necessary supplies.

Every district council shall through its secretary, and treasurer make a monthly report to the headquarters, First, by giving the number of each local union belonging to the council and, second, by remitting a district council affiliation tax to the Headquarters of $.50 per month per local union belonging to the district council. The secretary of the district council shall at the same time that he is paying affiliation tax forward to the General Secretary-Treasurer a summary of all the matters discussed at the meetings, and shall submit a brief of all motions, resolutions, and other votes taken by the district council.

The Secretary of the district council, upon request of the General Secretary-Treasurer, shall furnish him within 15 days with a verbatim copy of the

minutes of the meetings of the district council.

Payment of district council affiliation tax shall be made to the General Secretary-Treasurer of the International Union within the same time limit as set forth for the payment of per capita tax to the International Union (see Section 39). The General Secretary-Treasurer shall acknowledge receipt of money received for district council affiliation tax by sending regular official receipt.

The Secretaries of any district council failing to make report before the tenth day of the second month will be notified by the General Secretary-Treasurer that the district council is in arrears and they will then have time to pay the affiliation tax before the twenty-fifth of the current month.

Sec. 61. The District Council shall be composed of regularly elected delegates from Local Unions affiliated with the International Hod Carriers, Building and Common Laborers' Union of America.

Sec. 62. The officers of all District Councils shall consist of a President, Vice-President, Recording Secretary, Treasurer, Sergeant-at-Arms, and three (3) Trustees.

Sec. 63. Each Local Union in the jurisdiction of a District Council shall make their own laws regarding representation, and no person shall be entitled to act as delegate to a District Council from his Local Union unless he is actually working at the calling and has been a member in good standing in the Local which he is to represent, at least one year. This in no way applies to newly chartered Local Unions under the jurisdiction of the District Council.

Sec. 64. The District Council shall have jurisdiction, supervision and control over all matters relative to agreements with employers in their locality concerning wages, hours, and working conditions; and of all things necessary to guard the interests of locals under its jurisdiction. It shall also have power to regulate the admission of new members, to establish the initiation fees, readmission fees, dues and other assessments payable by members to their locals. It shall also have authority to discipline its affiliated locals and the individual members thereof. The exercise of any and all powers herein granted are subject to approval, disapproval or modification by the General President.

Sec. 65. The District Council shall at all times observe and enforce all provisions of the Constitution and General Rules of the International Union and working agreements of the District Council as adopted by the Council, which will at all times aid to perfect the organization and strengthen the International Hod Carriers, Building and Common Laborers' Union of America.

Sec. 66. Any Union of this I. U., within the jurisdiction of the District Council, after being notified that a District Council is formed, shall affiliate with said District Council, as provided for by the Constitution and General Rules of the International Union.

Sec. 67. The expense of the District Council shall be provided for by a per capita tax by the Locals affiliated.

GENERAL RULE

Sec. 68. The provisions of this Constitution shall be interpreted and construed according to their most plain and obvious meaning, and should any doubt arise as to the proper construction of any section or rule thereof, it shall be referred to the General President, whose decision shall be final unless reversed by the Convention.

(See Sec. 93 and following of Laws and Rules.)

PART 2

CONSTITUTION

AND

GENERAL RULES OF LOCAL UNIONS

NAME AND AFFILIATION

Sec. 69. This Local Union shall consist of at least ten (10) members and shall be known as Hod Carriers, Building and Common Laborers' Union of America, holding a legal and unreclaimed charter, granted by the International Union of the Hod Carriers, Building and Common Laborers' Union of America. It cannot voluntarily surrender its charter so long as ten (10) members in good standing object thereto.

JURISDICTION OF LOCAL UNIONS

Sec. 70. The jurisdiction of all Local Unions shall be that assigned to it by this International Union of the Hod Carriers, Building and Common Laborers' Union of America; its decisions upon all matters within the powers and limits of Local Unions of the Hod Carriers, Building and Com-

mon Laborers' Union of America shall be final unless appealed to and reversed by the General President.

Sec. 71. Where there are Local Unions in any city belonging to the International Union, no more charters for Local Unions shall be granted without the consent of the Local Union already in existence, unless the General President finds it beneficial to the welfare of the Organization to issue another charter.

MEMBERSHIP

Sec. 72. No person shall be accepted to membership in any Local Union under the jurisdiction of the International Union unless he is actually working at the calling and is a man of good moral character and known by at least two members in good standing.

No person coming from abroad to the United States and Canada or who is born here of foreign parents, shall be accepted to membership in any Local Union under the jurisdiction of the International Union, unless he either be a citizen of the United States or of Canada, or shall have officially and in accordance with the law, declared his intention to become a citizen.

INITIATION FEE

Sec. 73. The initiation fee in all Local Unions shall not be less than ($5.00) and not more than fifty dollars ($50.00). Dispensation of the initiation fee may be granted by the General President upon request for same, or in case of forming new Local Unions. Every candidate shall be required to take the obligation as per ritual.

MONTHLY DUES IN LOCAL UNIONS

Sec. 74. The monthly dues in Local Unions where no District Council exists shall be regulated by each Local, and shall not be less than what is required to meet the expenses of the Local.

TRAVELING CARD AND HOW GRANTED

Sec. 75. A member of a Local Union in good standing desiring to travel for the purpose of seeking employment, or desiring to transfer to another Local in the same city, shall make application to the Financial Secretary of the Local Union for a traveling card, which must bear the signature of the President and Secretary, with the seal of the Local Union attached. The Secretary must furnish traveling cards free of cost to his members. The card

must show the date and month in which the card expires and the date and month in which the card is issued. A member working within the jurisdiction of a District Council shall not be required to deposit his card in the sister Union, providing his Union holds membership in the District Council having jurisdiction over the Union where he is employed.

Sec. 76. A member having received a traveling card for the purpose of seeking employment, and upon coming into the jurisdiction of a sister Union, shall be required to deposit his traveling card, together with his working card, with the Financial Secretary of the Local Union under whose jurisdiction he is working, at the first meeting after his arrival. On presenting his card to the Financial Secretary of the Local Union under whose jurisdiction he is working, his card shall be honered and his name placed upon the roll of the Local Union, provided the card is found to be punched in the month showing the member to be in good standing in the Local Union issuing the card.

Sec. 77. A member having a traveling card in his possession will be

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required to deposit the same in the Local Union under whose jurisdiction he is working, within the limit as shown by the month and date for which the card expires. A member failing to deposit his card in some Local Union within three (3) months from the date of expiration of card, will not be entitled to the benefits guaranteed him by the Constitution of the International Union. Any failure on his part to comply with the laws governing the issuing of a traveling card, as herein provided, shall forfeit his membership in the International Hod Carriers, Building and Common Laborers' Union of America.

Sec. 78. A member of a Local Union having received a traveling card, who has not been a member of a Local Union at least two (2) years, upon depositing his card in a sister local where the initiation fee exceeds that of his local at the time of his becoming a member, shall be required to pay the difference of the initiation fee to the Local Union under whose jurisdiction he is working when the traveling card is deposited.

Sec. 79. Secretaries receiving such cards shall detach coupon and forward same to the General Secretary-

Treasurer immediately upon acceptance of card. The Secretary failing to comply with the foregoing law governing such traveling card shall be fined the sum of two (2) dollars. Fine to be paid to the International Union by the Local Union of which he is Secretary. A traveling card with the coupon detached before presented to a sister Local Union shall be null and void.

Sec. 80. The General Secretary-Treasurer, upon receipt of a deposited coupon detached from the traveling card, shall immediately transfer the name and number of said member from the Local Union issuing such card to the Local Union accepting such card. A member upon depositing his due card and traveling card in a sister Union shall not be compelled to pay dues to such Union for the same month in which his card shows he has paid dues to the Local Union issuing his card.

Sec. 81. In case a member deposits his card in the Local Union, and for any reason the Local Union forfeits its charter to this International Hod Carriers, Building and Common Laborers' Union of America, after de-

positing the said card a member desiring to retain his membership in this International Union may therefore, upon proper notice to the General Secretary-Treasurer, retain his membership upon payment of all dues and assessments charged against him on the books of his former Local Union.

Sec. 82. Members of a Local Union will not be required to carry a traveling card while working within the radius of the jurisdiction of a District Council. See Section 60 of this Constitution.

AFFILIATION TO STATE AND CENTRAL BODIES

Sec. 83. It shall be the duty of all Local Unions affiliated with this International Union to elect delegates to Central Bodies, Building Trades Councils and State Federations of Labor chartered by the A. F. of L. in their vicinity where such exist.

STRIKES

Sec. 84. All Local Unions going on strike shall notify the general office not less than one (1) month before going on strike.

Sec. 85. New Local Unions cannot receive the moral support of this In-

ternational Union until they have been chartered at least six (6) months previous to the date of the strike.

ON DELEGATE'S ELECTION

Sec. 86. Each Local Union will elect their Delegate or Delegates to Convention at least thirty (30) days before date of said Convention. The expenses of said representative shall be defrayed by the Union they respectively represent. Delegates to be eligible to act as representatives in Convention from their Local Union must be constant good standing members of the International Union at least twelve (12) months. This in no way applies to new Locals chartered during the period of twelve (12) months.

Sec. 87. Any member duly elected Delegate to the Convention in the manner as provided in Section 86 of this Constitution cannot be removed by subsequent action unless after such election he shall be convicted of an offense against the laws of the Union or of the International Union. In case of an appeal by the duly elected Delegates from the action of the Local the Secretary shall cause to be forwarded to the General Secretary-

Treasurer of the International Union a copy of the charges, together with the evidence and the decision and findings of the committee appointed by the Local Union, that the accused may have an opportunity for defense. In such case the matter shall be referred to the Executive Board for action, who shall report by reference to the General Secretary-Treasurer, on blanks furnished for that purpose, giving their decision on the matter.

BONDING OF FINANCIAL SECRETARY AND TREASURER OF LOCAL UNIONS

Sec. 88. It shall be the duty of the General President and General Secretary-Treasurer to arrange satisfactory terms with a reliable surety company, to enter into a contract with such company for the bonding during the ensuing year of all Local Union financial secretaries and treasurers in a sufficient amount, to be determined by the Local Union. The bond thus secured shall be held in trust for the Local Union, and all Local Unions shall fill out and forward, or cause to be filled out and forwarded to the Gen-

eral Secretary-Treasurer necessary application and other information required therein. It shall be the duty of each Local Union to comply with the provision and terms thus arranged, under the usual penalties.

Sec. 89. Each Local Union shall pay to the General Secretary-Treasurer, within the time prescribed by him, the amount of premium due for the officer or by the Local Union under the bond; notices of such shall be forwarded to the General Secretary-Treasurer by the Secretary of the Local Union under seal, and a sworn itemized statement showing the amount of such loss of moneys shall accompany such notice, or shall be furnished as soon thereafter as possible.

Sec. 90. On receipt of such notices the General Secretary-Treasurer shall notify the surety company of the loss, and upon proper proof thereof being made, shall demand the payment of the same to be made; he shall forward such amount to the Financial Secretary of the Local Union which has sustained the loss. And no Local Union shall be authorized to accept a settlement of any loss thus incurred for any amount less than the actual loss in-

curred (provided such loss does not exceed the amount of the bond), or release the surety company from liability without the consent of the General President and General Secretary-Treasurer of the International Union.

DUTIES OF THE FINANCIAL SECRETARY

Sec. 91. It shall be the duty of the Financial Secretary of each Local Union to receive all moneys, giving his receipt for the same.

Sec. 92. The Financial Secretaries of Local Unions shall report each month to the General Secretary-Treasurer, giving all the names of members in good standing and at the same time remitting the sum of thirty-five (35) cts. per member per month as the regular monthly per capita tax. They shall make payment of per capita tax not later than the time allowed by the Constitution, as per Section 39.

They shall also report the names of all members initiated by application, admitted by card, transferred, suspended, expelled or died, giving date and cause of death, also date and cause of such suspension or expulsion, and why dropped from the roll. Finan-

cial Secretaries failing to make reports as herein required, shall be fined the sum of two (2) dollars, which fine shall be paid by the Local Union of which he is Financial Secretary.

The Financial Secretary of each Local Union, for the faithful performance of his duties, shall give a bond in a reliable surety company, as provided for in Section 88 of the Constitution of the International Union, upon blanks furnished by the Secretary-Treasurer. The fee for such bond shall be paid by the Local Union for all officers bonded as required by this Constitution.

Sec. 93. Any member locating in the jurisdiction of a sister Union will be governed according to Rules of said Union.

Sec. 94. The provisions of this Constitution and General Rules and the Constitutions of Local Unions shall be interpreted and construed according to their most plain and obvious meaning, and should any doubt arise as to the proper construction of any section or rule thereof, it shall be referred to the General President, whose decision shall be final, unless reversed by the Convention.

Sec. 95. Every Local Union through its officers is obliged to answer any questions put before it by the General Secretary-Treasurer of this International Union. Failure on the part of the officers of the Local to comply with such request, the Executive Board, upon the recommendation of the General Secretary-Treasurer may punish said Local in any way it deems necessary.

Sec. 96. Local Unions violating any of these rules will be fined according to the gravity of the offense, as determined by the Executive Board, until revised by the Convention.

Sec. 97. The Constitution and General Rules herein adopted, and every section thereof shall apply to and govern and control all Local Unions as those to be hereafter adopted by Local Unions.

Sec. 98. The General Secretary, with the consent of the General Executive Board may submit to the Subordinate Unions such amendments and alterations to the Constitution as he may deem necessary.

Subordinate Unions must be given at least thirty (30) days to consider and vote upon propositions submitted, with an additional ten (10) days to return the same to the General Secretary-Treasurer. No votes to be counted received after the constitutional time has expired. The General Secretary-Treasurer shall have the right to submit any important matter for referendum vote to all Subordinate Unions.

Sec. 99. Any law adopted by this International Union, whether in Con-

vention assembled or by referendum vote, will go into effect three (3) months after the date of its adoption.

The General Secretary-Treasurer will notify all Local Unions of changes made in the Constitution, sending them copy of the revised Constitution.

Sec. 100. In case of death, absence or removal of the President, Vice-Presidents or General Secretary-Treasurer, the General Executive Board shall be empowered to fill such vacancy, or they may call for nominations and permit Subordinate Unions to make nominations. In such case only Unions in good standing will be permitted to vote.

Sec. 101. By-Laws may be made for the special government of Local Unions, providing they do not contravene this Constitution and after they have received the endorsement and approval of the General President.

PART 4

RULES AND ORDER OF BUSINESS OF NATIONAL CONVENTION

1. Opening of Convention.
2. Examination of credentials and committees' reports.
3. Calling the roll of Delegates.
4. Appointment of committees.
5. Reception of communications and resolutions.
6. Report of General President.
7. Report of General Secretary-Treasurer.
8. Reports of Vice-Presidents and Organizers.
9. Reports of Delegates to A. F. of L.
10. Reports of Delegates to the B. T. D.
11. Reports of committees, as follows, consisting of three (3) members each:
    (a) Committee on Rules.
    (b) Committee on President's Report.
    (c) Committee on Secretary-Treasurer's Report.
    (d) Committee on Executive Council's Report.

And the following committees, to consist of five (5) members each:

(a) Committee on Resolutions.
(b) Committee on Organization.
(c) Committee on Laws.
(d) Committee on Grievances.
(e) Committee on Beneficiary claims.

12. Unfinished business.
13. New business.
14. Discharging of committees.
15. Nomination and election of officers.
16. Selection of city for the next Convention.
17. Closing and adjournment.

PRELIMINARY RULES

RULE 1. On motion, the regular order of business may be suspended by a two-thirds vote of the meeting, and at any time to dispose of any urgent business.

RULE 2. All resolutions and regulations must be submitted in writing.

RULE 3. Any conversation by whispering or otherwise, which is calculated to disturb a member while speaking, or hinder the transaction of

business shall be deemed a violation of order.

RULE 4. Partisan politics or sectarian discussion shall not be permitted in the meetings under any circumstances.

RULE 5. All questions of a parliamentary nature not provided for in these rules shall be decided by Cushing's Manual.

MOTIONS

RULE 6. A motion to be entertained by the presiding officer must be seconded, and the mover as well as the seconder must rise and be recognized by the Chair.

RULE 7. Any member having made a motion, can withdraw it by consent of his second; but a motion once debated cannot be withdrawn, except by a two-thirds vote.

RULE 8. A motion to amend an amendment shall be in order, but no motion to amend an amendment to an amendment shall be permitted.

RULE 9. Any member may call for a division of a question when the sense will admit thereof.

RULE 10. A motion shall not be subject to debate until it has been stated by the Chair.

RULE 11. When a member wishes the floor, he shall rise and respectfully address the Chair and if recognized by the Chair, he shall be entitled to the floor.

RULE 12. If two or more members rise to speak at the same time, the Chair shall decide which is entitled to the floor.

RULE 13. Each member, when speaking, shall confine himself to the question under debate, and avoid all personal intercourse or sarcastic language.

RULE 14. No member shall interrupt another while speaking, except on a point of order, and he shall definitely state the point, and the Chair shall decide the same without debate.

RULE 15. If a member, while speaking, be called to order, he shall take his seat until the point of order is decided, when, if decided in order, he may proceed.

RULE 16. If a member shall feel himself personally aggrieved by the

decision of the Chair, he may appeal to the Local Union from its decision.

RULE 17. When an appeal is made from the decision of the Chair, the Vice-President shall then act as Chairman; said appeal shall then be stated by the Chair to the meeeting in these words: "Shall the decision of the Chair be sustained as the decision of the meeting?" The members will then have the right to state the grounds for this appeal, and the Chair will give the reasons for his decisions, whereupon the Union will proceed to vote on the appeal without further debate, and it shall require a majority vote to sustain the appeal.

RULE 18. No member shall speak more than once on the subject until all members desiring the floor shall have spoken.

RULE 19. The presiding officer shall not speak on any subject unless he retires from the chair, except on point of order and appeals from the decision of the Chair, and in case of a tie, he shall have the casting vote.

PRIVILEGED QUESTIONS

RULE 20. When a question is before the meeting no motion shall be in

order except: (1) to adjourn; (2) to lay on the table; (3) for the previous question; (4) to postpone for a given time; (5) to refer or recommit; (6) to amend, and these motions shall have precedence in the order herein arranged. The first three of these motions are not debatable.

RULE 21. When the previous question is moved and seconded, it shall be put in this form: "Shall the main question now be put?" If this is carried all further motions, amendment and debate shall be excluded and the main questions put without delay.

RULE 22. If a question has been amended the question on the amendment shall be put first. If more than one amendment has been offered, the question shall then be put as follows: (1) amendment to the amendment; (2) amendment; (3) original proposition.

RULE 23. When a question is postponed indefinitely it shall not come up again except by a two-thirds vote.

RULE 24. A motion to adjourn shall always be in order, except: (1) when a member has the floor; (2) when members are voting; (3) when it has

been decided to take the previous question.

TAKING THE VOTE

RULE 25. **Before putting** the question to vote the presiding officer shall ask: "Is the Union ready for the question?" Then it shall be open for debate. If no member rises to speak, the presiding officer shall then put the question in this form: "All in favor of the motion will give the voting sign," and after the affirmative vote is expressed. "Those opposed, the same sign." After the vote is taken he shall immediately announce the result.

RULE 26. When the presiding officer has commenced taking a vote, no further debate or remarks shall be allowed unless a mistake has been made, in which case the mistake shall be rectified, and the presiding officer shall again take the vote.

RULE 27. Before the presiding officer declares the vote on a question, any member may ask for a division of the house; then the Chair is in duty bound to comply with the request, and a standing vote shall then be taken, and the Secretary shall count the same.

RULE 28. Every member present shall vote on all questions before the Union unless personally interested or excused by the Union.

RULE 29. When a blank is to be filled the question shall be taken first upon the largest sum or number, for the longest or latest time.

RULE 30. When a question has been decided, it can be reconsidered only at the same meeting or on the next regular meeting night.

RULE 31. A motion to reconsider must be made and seconded by two members who voted with the majority.

RULE 32. All questions, unless otherwise provided, shall be decided by a majority of all votes cast.

RULE 33. The Rules of Order of the International Union shall be used in all Local Unions as far as they can be made applicable, and all questions not herein provided for shall be decided upon the principles laid down in Cushing's Manual.

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JUSTICE HONOR STRENGTH

Constitution and General Rules

OF THE

International Hod Carriers' Building and Common Laborers' Union of America

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Constitution and General Rules

OF THE

International Hod Carriers' Building and Common Laborers' Union of America

Organized at Washington, D. C., April 13, 1903.

Headquarters - Quincy, Mass.

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PREAMBLE

WHEREAS, A call has been issued by Samuel Gompers, President of the American Federation of Labor, for the purpose of forming an International Hod Carriers' Building and Common Laborers' Union; therefore, be it

RESOLVED, That we, the delegates in convention assembled, hereby pledge our undivided support to the purpose of the call; and, be it further

RESOLVED, That we at once apply for membership to the American Federation of Labor.

DECLARATION OF PRINCIPLES

WHEREAS: We hold that all men are created free and equal, and that honor and merit makes the man, and that self-preservation is the first law of nature, and that he who would be free must first strike the blow; therefore, be it

Resolved, That we, Hod Carriers' Building and Common Laborers, do hereby declare and adopt the following for the base of our operations:

First, To gather under one grand banner all of those who toil on buildings within our craft and calling (enumeration of what we consider our calling will be found in Section 65 of our Constitution and By-Laws).

Second, To promote, by all honorable means, the social and financial standing of all of those who wish to partake of the fruits created by amalgamation.

Third, To create general agitation for the purpose of making a universal eight (8) hour day. To increase the wages of the members of the craft.

Fourth, To establish a system of conciliation and arbitration in the different sections of our land.

Fifth, To help the members of the craft in securing lawful and profitable employment.

And, be it further

Resolved, That, knowing and looking to the righteousness of our cause, we solemnly bind ourselves (by our most sacred honor) into one common brotherhood of man, and calling upon the Almighty to witness the rectitude of our intentions, we, the delegates here assembled, form and establish the following Constitution and By-Laws:

PART 1

CONSTITUTION

OF THE

INTERNATIONAL HOD CARRIERS' BUILDING AND COMMON LABORERS' UNION OF AMERICA

NAME AND OBJECT

Section 1. This organization shall be known in name and style as the International Hod Carriers' Building and Common Laborers' Union of America, and shall consist of one International Union, composed as hereinafter provided, and of such Subordinate Unions as may hold legal and unclaimed charters granted by this International Union. The object of this Union shall be the protection of its members, to assist each other by all legal means to obtain fair and just treatment for all laborers, and to elevate their social position.

JURISDICTION AND AUTHORITY

Sec. 2. This International Union shall have supreme ruling power over all Local Unions of the Hod Carriers' Building and Common Laborers' Union of America who may come under its jurisdiction.

The powers of this union shall be

executive, legislative, judicial. The government and superintendence of Subordinate Unions shall be vested in this International Union as the supreme head of all Local Unions, and its jurisdiction shall be the ultimate tribunal to which all matters of importance to the welfare of the several Local Unions or any member thereof shall be referred for adjustment, and its decision thereon shall be final and conclusive; to it shall belong the power to determine the customs and usages in regard to all matters in relation to the fellowship of the craft.

Sec. 3. All legislative powers shall be reserved to this International Union, duly convened in session, and shall extend to every case of legislation not delegated to and reserved for Subordinate Unions who may desire to submit important questions or amendments to the Constitution to be voted on by referendum. All changes in the law must receive the endorsement of five (5) different unions, no two unions to be located in the same State. All questions or amendments submitted for referendums must be forwarded to the General Secretary-Treasurer in writing, who in turn will

submit same to the General Executive Board for their approval. If the General Executive Board endorses such amendments, they shall be submitted to the Subordinate Unions for referendum vote, except, however, that the General Secretary-Treasurer with the consent of the General Executive Board, may submit to the Subordinate Unions such amendments as he deems necessary.

Sec. 4. All the executive powers of this Union when not in session shall be vested in the executive officers: President, Vice-Presidents and Secretary-Treasurer.

Sec. 5. The International Executive Board shall have all the powers of, and concurrent with, Local Unions.

APPEAL FROM THE DECISION OF THE EXECUTIVE BOARD

Sec. 6. In case of appeal from the decision of the Executive Board by a Local Union or member, notice of the decision rendered and a certified copy of proceedings must be forwarded under seal of the Local Union to the General Secretary-Treasurer, who will present the matter to the next meeting of the convention.

OFFICERS AND MEMBERS OF THE INTERNATIONAL UNION

Sec. 7. The officers of this International Union shall consist of a President, First, Second, Third, Fourth, Fifth and Sixth Vice-President, General Secretary-Treasurer and delegates from Local Unions in convention assembled.

ELECTION AND INSTALLATION OF INTERNATIONAL OFFICERS

Sec. 8. The election of officers of this International Union shall be by secret paper ballot, majority of votes polled to constitute an election. Nomination of officers for the International Union shall be made singly and voted on as per order of nominations made. At all elections of officers the President shall announce the names of the candidates for all offices in rotation as they have been nominated. He shall appoint, before proceeding to ballot, two tellers and one clerk, who shall receive, in front of the President, the votes of the members. The tellers shall canvass the votes and report the result to the President, by whom the result shall be announced.

Sec. 9. All officers of this Union shall be installed three months after

elections, and shall be required to take the obligation as per ritual. Candidates for the office of General President, General Vice-Presidents and General Secretary-Treasurer, must be members in continuous good standing in the Subordinate Unions they represent at least twelve (12) months; also said Unions must have belonged to the International Union for a period of twelve (12) months.

ORGANIZATION BY DELEGATES

Sec. 10. This International Union shall be composed of elective and appointive officers, and the legally elected representatives of the Local Unions acting under the Constitution.

ADMITTANCE AND REPRESENTATION

Sec. 11. This International Union shall not recognize in convention any Local Union that does not or may hereafter exist unless they adopt laws in conformity to this Constitution.

Sec. 12. Delegates from any Subordinate Union in arrears shall not be entitled to seats in the convention until all said arrears are paid.

Sec. 13. Any officer or member of a Subordinate Union may act as a delegate to this Union, if elected by his

respective Union, providing such member shall have been in continuous good standing in his Local Union at least twelve (12) months, and no ex-delegate shall be debarred from election on account of previous representations. Subordinate Unions have the privilege to regulate their own laws with reference to the eligibility of members to be elected as delegates, by prescribing a fixed limit of time for membership, or for other offices in their respective Unions, providing, however, that the laws in this respect conform to the Constitution of the International Union.

Sec. 14. No Subordinate Union shall be entitled to representation in convention unless such Subordinate Union has applied for and obtained a charter of affiliation at least three (3) months prior to the convention.

TIME AND PLACE OF MEETING

Sec. 15. Every five (5) years the General Secretary-Treasurer shall place before the Unions, by referendum vote, the question as to whether or not a convention shall be called that year. If two-thirds of the members voting cast their ballots in favor of calling a convention, the General Secretary-

Treasurer shall issue the convention call.

The Secretary-Treasurer shall send out the convention call three (3) months before the date of the convention, and if one (1) month before the date of the convention it is found that not one-half of the Locals affiliated intend to be represented at that convention, the Secretary-Treasurer shall notify the Local Unions that the convention shall be postponed for another term.

The meetings of this International Union will be held on the third Monday in September, at such place as shall be designated by the convention at the preceding session. Majority of delegates representing, accepted by the convention shall constitute a quorum, and all business transacted by them will be considered legal. Election shall take place at said convention.

LOCATION OF HEADQUARTERS

Sec. 16. The headquarters and general office of the International Hod Carriers' Building and Common Laborers' Union of America shall be located in Quincy, Mass., and cannot be removed therefrom only by a general

vote of the Local Unions or delegates in convention assembled.

OFFICIAL SEAL

Sec. 17. The International Union shall have an official seal with an appropriate device, which is now used, and which shall be affixed to all documents and papers issued by and under the authority of the International Union, an impression of which shall be deposited with the General President.

DUTIES AND POWERS OF THE GENERAL PRESIDENT

Sec. 18. The General President shall preside at all meetings of this Union, preserve order and enforce the laws thereof. He shall decide all questions of order, law and usages, and all constitutional questions, subject to an appeal to this Union. He shall have the deciding vote whenever the vote of this Union shall be equally divided on any question, but shall not vote at any other time. He shall appoint all appointive officers and all officers pro tem., and all committees not otherwise ordered. He shall countersign all orders on the treasury for the payment of such moneys as shall be required by this Constitution and special directions

of this Union. He shall have power to visit Subordinate Unions and inspect their proceedings, either personally or by deputy, whenever the necessities of the case demand it, and require a compliance with the laws, rules and usages of this Union. The President shall have the power to and shall appoint an Assistant Secretary and Sergeant-at-Arms, whose duties are hereinafter defined. He shall also appoint all special deputies, defining their duties and powers. He shall cause to be issued the password every three (3) months, the same to be communicated to the General Secretary-Treasurer to be furnished to the President of each Local Union in good standing. He may require at any time any information from any officer of this Union respecting his members. He shall examine all laws and rules of Subordinate Unions and see that they conform to the International Hod Carriers' Building and Common Laborers' Union Laws before they meet with his approval. He shall attend all meetings of this Union during his term of office and shall be ex-officio member of all committees. He shall have general supervision of the interests of this Union as the su-

preme executive officer, and shall submit a printed or written report at each meeting, not later than the second day, morning session, of his acts and doings in relation thereto, and shall perform such other duties as this Constitution or Union may require. All expenses and loss of time incurred by him in the discharge of his duties as President and General Organizer shall be defrayed by this Union. During his term of office he shall make a full report of all work performed and submit the same to the General Convention. He shall receive for his salary $7,500 per year. In case of death, absence, or a vacancy in his office, the Vice-President shall succeed to his office, and all duties, for all purposes for the remainder of his term. His term of office shall expire three (3) months after his successor has been duly elected and installed. He shall have the power to investigate or deputize other persons to investigate any grievance that may arise in any Local Union or the misconduct of the officials of any Local Union, and in case of any defalcation or charge on the part of the members that the officials are dishonest, or if the General Secretary-Treasurer or General President has any

cause to believe a Local Union or officials are negligent, the General President shall have the right to investigate or cause to be investigated, and shall compensate the person he has engaged for such duties; and if he believes it necessary shall have the guilty parties prosecuted and deposed from office pending further investigation and during the trial. He shall have the authority to demand that all books, receipts and any other paper pertaining to the Local be turned over to him or any person authorized by him, this person to be a member of the I. H. C., B. & C. L. U. of A. Any Local Union refusing to comply with this request shall be suspended from the International Union until the request has been complied with. He shall also have the power to preside either personally or by deputy, at any meeting of the affiliated Locals in case a question arises between the officers and members of the Union, and he shall continue to do so until harmony has been restored. The President shall during his term of office have the right, from time to time, to engage such services as he requires to assist him in his duties, either to organize, investigate complaints, ad-

dress meetings, or appear at conferences in the interest of the International Union.

The General President and the General Secretary-Treasurer are hereby vested with authority over and to enter into national, regional or area agreements with employers or Employer Associations. The General President, subject to review by the Executive Board, is hereby given full authority to enforce observance of such agreements and other lawful orders.

DUTIES OF THE VICE-PRESIDENTS

Sec. 19. It shall be the duty of the First, Second, Third, Fourth, Fifth and Sixth Vice-Presidents in their order, to perform all duties of the President in his absence, or whenever requested by him to do so, and such other duties as this Union may require; their term of office to expire three (3) months after their successors have been duly elected and installed. In case of death, absence or inability of the Vice-Presidents, or a vacancy in their office, the General Executive Board shall have power to fill the vacancy. Expenses and loss of time incurred by them in the discharge of their duties, when authorized by the General President and

General Secretary-Treasurer, to be paid by this Union. During their term of office they shall make a full report of all work performed and submit same to the General Convention.

DUTIES OF THE GENERAL SECRETARY-TREASURER

Sec. 20. It shall be the duty of the General Secretary-Treasurer to keep a correct record of the proceedings of the International Convention and General Executive Board. He shall have charge of the General Fund and the Death Benefit Fund and such Special Funds as may be established and shall receive all moneys from Local Unions and pay all bills authorized by the General President; conduct all official correspondence and receive all applications for charters and shall sign and grant the same upon the recommendation of the General President. He shall receive the pass-words from the General President and furnish the same to the duly authorized officer of all Local Unions.

He shall also make a quarterly report to each Local Union of all moneys received and disbursed; also the financial standing of the International Union

and the Death Benefit Fund and such other Special Funds as may be maintained. He shall have charge of the official seal of the International Union and shall cause to be issued a membership due book, and provide all members in good standing in all Local Unions through their Local Secretary with universal membership due books. The General President and the General Secretary-Treasurer are hereby vested with authority over and to enter into national, regional or area agreements with employers or Employer Associations. His bond shall be five thousand dollars ($5,000) and such bond shall be paid for by the general organization. He shall receive for his salary $6,000 per year. His term of office shall expire three (3) months after his successor has been duly elected and installed.

DUTIES OF THE EXECUTIVE BOARD

Sec. 21. The Executive Board shall have entire control of all executive business of this Union, and all matters pertaining to the welfare of the International Union shall be submitted to the Executive Board when not in session, by the General Secretary-Treasurer in the form of references. It shall be their duty to consider such

matters as are presented and report to the General Secretary-Treasurer on reference blanks furnished, giving their decision on all matters referred to them from time to time. They shall also meet at least once a year for the purpose of considering such matters as may be brought to their attention, viz., the settlement of all disputes between bosses or exchanges and members of this or Subordinate Unions, and their decision shall be final unless reversed by the convention. Any failure on the part of any member of the Executive Board to make his reply within ten (10) days after receipt of reference, a fine of five dollars ($5) shall be imposed. All fines shall be made payable to the International Union.

Sec. 22. The Executive Board shall have the entire control of all judicial business of this Union, when not in session, viz., all appeals by members of Unions against each other; all decisions as to the law or usage of the Hod Carriers' Building and Common Laborers' International Union of America; all charges or disputes of one member against another or his Union, and all charges or disputes of one Union against another and all questions

as to the law raised or reported by Deputies. In fact, all questions relating to laws of International Union, and their decisions shall be final (unless reversed by the International Union in Convention assembled) and must be respected and obeyed accordingly. And they shall forward to the Secretary of the International Union all papers and copies of all decisions rendered or business transacted by them, to be by him placed on file among the records of the International Union, and be printed in the Executive Board's official report.

Sec. 23. An officer of the International Union whose Local Union becomes in arrears to the International Union may retain his standing as an officer and his membership in the International either by transferring his membership to another good standing Local Union of the International or by paying his dues direct to the General Office until the time of the next convention, but such a member cannot have any connection with his former suspended Local Union.

Sec. 24. The President and General Secretary-Treasurer shall have power

to engage a Public Accountant at the expense of the International Union to audit the books of the General Secretary-Treasurer at the close of each fiscal year. A full report of his findings will be submitted to all affiliated Local Unions.

REPORTS OF DELEGATES

Sec. 25. At each session of the International Union, the officers and delegates of the International Union and delegates to the A. F. of L., and other International Bodies which they have been authorized to attend, shall submit a full and complete report of all of their official acts during the preceding session of the I. U., and not later than the second day, morning session.

CREDENTIALS OF INTERNATIONAL OFFICERS

Sec. 26. The General President shall cause to be issued a credential to each International Officer, showing rank, date of election, which shall be recognized by all officers and members of all Local Unions of the I. H. C., B. & C. L. U. of A., as authority to act for the General President and International Union within the limits of the Constitution. He shall also cause to

be issued a credential to all Organizers appointed, showing rank, date of appointment and the jurisdiction to be covered, with the power to institute new Local Unions and install officers, and such other duties as may be assigned them by the General President.

REPRESENTATION

Sec. 27. Each Union now organized, or which shall hereafter organize under the jurisdiction of the International Union, shall be entitled to representation as follows: One delegate or one vote for all Locals of 100 members or less, two votes from 101 members up to 250, three votes from 251 to 500, four votes from 501 to 1,000, five votes from 1,001 to 2,000, six votes from 2,001 to 5,000, seven votes upward of 5,000, and the average membership shall be rated according to the yearly average payment of per capita tax or majority fraction thereof. Proxy representation shall be allowed under no circumstances except in the case of districts where District Councils exist, and in that case no delegate shall be permitted to cast more than five (5) votes, including the Union he represents.

FORM OF CREDENTIAL

Sec. 28.

Headquarters of the Hod Carriers' Building and Common Laborers' Union, Local No.....

Date.....19....

To the Officers and Members of the International Hod Carriers' Building and Common Laborers' Union:

This is to certify that Brother..... of Local Union No.....was duly elected at a regular meeting held on (..... *specify date*), as representative of Local No....., as a delegate to the International Hod Carriers' Building and Common Laborers' Union Convention, to be held at ..... Date.....

In witness whereof, we have attached the seal of this Local Union.

(Signed)

.....President

.....Rec. Sec'y

FAILURE TO FORWARD DUPLICATE CREDENTIAL

Sec. 29. The General Secretary-Treasurer shall provide and issue to

all Local Unions for their duly elected Delegate or Delegates a form of credential as specified in Section 28 of this Constitution, and the Corresponding Secretary of all Local Unions shall cause to be forwarded to the General Secretary-Treasurer of this International Union a duplicate credential of the names of their duly elected Delegate or Delegates or Alternate Delegate, on or before one month prior to the date of the Convention. Any Local Union failing to comply with this section (29) shall be fined five dollars (5), fine payable to the General Secretary-Treasurer of this International Union.

COMMITTEE ON CREDENTIALS

Sec. 30. The Committee on Credentials shall consist of the President, Secretary-Treasurer and three (3) members appointed by the President from the list of duplicate credentials of duly elected delegates. They shall repair to the site of each and every succeeding Convention, examine all the credentials and be ready to report at the first morning session on which the Convention convenes. Unions failing to report ten (10) days prior to the

time of meeting of Convention shall not be entitled to have their delegates' names printed on the list. In the event of a contest they shall hear the evidence and decide upon the Delegate entitled to be seated, and report their finding to the Delegates in Convention assembled.

PRINTING AND SUPPLIES

Sec. 31. The General President and General Secretary-Treasurer will be empowered to enter into contracts with advertising solicitors and receive all bids and award all contracts for printing of the International Union, and all Local Union supplies, and all Local Union supplies shall be uniform and secured from the General Secretary-Treasurer, upon the official order blank furnished; money to accompany all orders for supplies.

COMPENSATION OF INTERNATIONAL OFFICERS

Sec. 32. All International Officers of the I. U. shall receive such compensation for services rendered and expenses incurred in the performance of their duty as each session may determine.

Sec. 33. The International Union shall pay to its officers, who have been regularly elected delegates to the Convention representing their Unions, the actual cost of transportation to and from the Convention.

GENERAL DEATH BENEFIT AND SPECIAL FUNDS

Sec. 34. There shall be maintained a general fund, a death benefit fund and such other special funds as may be duly established in accordance with the International Constitution. These funds and its assets shall be kept separate and distinct from each other.

RESOURCES OF THE GENERAL FUND

Sec. 35. The resources of the general fund shall consist of charter fees and that part of initiation, re-admission fees, and monthly per capita tax herein provided or hereafter duly established, special assessments and moneys received for supplies furnished by the International Union to members and subordinate locals.

RESOURCES OF THE DEATH BENEFIT FUND

Sec. 36. The resources of the Death Benefit Fund shall consist of that part

of initiation, readmission fees and the monthly per capita tax herein provided or hereafter duly established.

LIABILITY OF EACH FUND

Sec. 37. Each fund shall be liable only for its own particular obligations.

Sec. 38. All expenses of the International officers and organizers and employees of the General Office, including the general running expenses of the International Union, incident to conducting the business affairs of the General Office, and all other expenses not otherwise provided for, shall be paid from the General Fund by the General Secretary-Treasurer.

POWER TO LEVY ASSESSMENTS

Sec. 39. The Executive Board has the power to assess the members of the Local Unions not more than fifty cents (50c) per year for organizing purposes.

Sec. 40. The General President and General Secretary-Treasurer, in conjunction with the Executive Board, shall have power to levy such special assessments against Local Unions when any emergency may so require it, but in no case shall assessments be more than ten (10) cents per member;

neither shall they be levied more than twice a year.

Sec. 41. All assessments for organizing purposes as per Section 39, and special assessments, as per Section 40. shall be collected and returns made as provided for in section 44 of this Constitution governing the payment of per capita tax.

INITIATION FEE TO THE INTERNATIONAL UNION

Sec. 42. The financial secretary of each local union shall report regularly each month the names of all members initiated into his local union and remit to the International Union with said report the sum of five dollars for each member initiated.

Dispensation of the initiation fee or any part thereof payable to the International Union may be granted by the International President whenever he deems it expedient.

READMISSION FEE TO THE INTERNATIONAL UNION

Sec. 43. The financial secretary of each local union shall report regularly each month the names of all members readmitted into his local union in ac-

cordance with the International constitution and remit to the International Union with said report the sum of two dollars and fifty cents for each member readmitted.

PER CAPITA TAX

Sec. 44. It shall be the duty of the Financial Secretary of all Local Unions to report regularly each month to the General Secretary-Treasurer, giving the names of all members in good standing and at the same time remitting the sum of thirty-five cents (35c) per member per month as the regular monthly per capita tax which must be paid on or before the tenth day of the second month for which the report is due, at the same time reporting the names of all members suspended or expelled. Upon receipt of the monthly report each month, the General Secretary-Treasurer shall furnish the Financial Secretary of the Union making his report with the required number of stamps to receipt members in their due books and all members will be required to carry the official membership due book issued by the International Union to enable them to receive their monthly stamp so that they may know if, and when, they have paid their

monthly dues to the Local Union. It shall also be his duty to forward a receipt to the Financial Secretary for money received. Failing to receive the per capita tax by the end of two months and ten days for the month for which the report is due, the General Secretary-Treasurer shall notify the Union, advising the Union that unless the per capita tax is paid within fifteen (15) days their members shall stand suspended and shall be debarred from all benefits, and can only be readmitted upon the payment of the readmission fee of two and one-half ($2.50) dollars for each member of the Union.

Sec. 45. No person shall be invested with any right of membership in the International Union unless payment is received by the International Union of his initiation or readmission fee and his per capita tax in accordance with the International Constitution.

APPORTIONMENT OF INITIATION, READMISSION FEES AND PER CAPITA TAX

Sec. 46. The initiation and readmission fees and the per capita tax received by the International Union shall be apportioned and distributed in the following manner:

Initiation fee—four dollars shall belong to the General Fund and one dollar shall belong to the Death Benefit Fund.

Readmission fee—one dollar and fifty cents shall belong to the General Fund and one dollar shall belong to the Death Benefit Fund.

Per capita tax—twenty-seven and one-half cents shall belong to the General Fund and seven and one-half cents shall belong to the Death Benefit Fund.

Sec. 47. Any Local Union falsifying reports, or neglecting to report regularly each month, shall stand suspended from the I. U., without further notice, and their members debarred from all benefits. All remittances made to the International Union must be by post-office or express money order. Only certified checks will be acceptable in payment of per capita tax or initiation fees.

Sec. 48. Any member of a Local Union desiring to leave the locality in which he is working, and going to a locality where there is no Local Union affiliated with this International Union, can retain membership in the International Union by sending his dues back to his Local Union.

Sec. 49. The International Organization will grant charters to any ten (10) hod carriers, building or common laborers, as set forth in Section 50 of this Constitution, throughout America providing they can fill the requirements set forth. The supplies furnished with a charter will be a voucher and receipt book, one seal, Financial Secretary's book, Treasurer's book, minute books, two rituals, one hundred letterheads, one hundred envelopes (stock), fifteen copies Constitution; said charter and seal shall be the property of the International Union, and shall be delivered by the Local Union to the General President of the International Union upon demand by the General Executive Board or the Convention. In localities where there is a Local Union already existing and chartered by the International Organization, no second charter shall be granted unless with the consent of three-fourths of the members present at a notified meeting of the existing Local Union, the vote to be taken by ballot; the ballots are to be retained for sixty (60) days, afterwards the same to be given in writing, properly attested by the President and Secre-

tary, with the seal of existing Union attached. The General Executive Board shall have the power to grant charters in any city or town where there is a Local if they consider it for the best welfare of the Organization, subject to the approval of the International Convention.

FORM OF APPLICATION FOR CHARTER

Sec. 50. (City and date.) We, the undersigned wage workers, believing it to be well calculated to improve our intellectual and social conditions and promote our industrial well-being and advancement, respectfully petition the International Hod Carriers' Building and Common Laborers' Union of America to grant us a charter as representatives of said International Union. The regular meetings of this Local Union will be held every ----------, at No.---------- ----------street, city of---------- state or province of----------. We hereby pledge ourselves individually and collectively, to be governed by the Constitution, By-Laws and Rules of this International Union. All Local Unions shall have the power to arrange their

own local laws for the self-government of their own Local Union, providing they do not conflict with the Laws, Rules and usages of this International Union, as may be made or may be established in this International Union, as above named. The total number of members in Union.....

President.
Vice-President.
Recording Secretary.
Financial Secretary.
Corresponding Secretary.
Treasurer.
Sergeant-at-arms.
Guard.

FORM AND PROVISIONS OF CHARTER

Sec. 51. International Hod Carriers' Building and Common Laborers' Union of America, organized April 13, 1903, doth grant this charter to: President, Vice-President, Recording Secretary, Financial Secretary, Corresponding Secretary, Treasurer, Sergeant-at-Arms, Guard. And to their successors legally elected, to constitute a Union to be known as .....

Union No. .....of the.....to

be held in....., for the purpose of effecting a thorough organization of the calling; and the said Union being duly formed, is hereby authorized and empowered to initiate into the Union any person or persons duly proposed and approved according to the Constitution adopted by the International Union, and to enact By-Laws for the government of their Union. Provided, always, that the said Union do conform to the Constitution of the International Union; and provided, also, that said Union be held in.....in the.....and not removed therefrom without the consent of the International Union, and should the said Union No. ..... be dissolved or forfeit its charter, then all books and papers of said Union shall become the property of the International Union. And further, in consideration of the due performance of the above, the International Union does bind itself to support the said Union No.....in the exercise of their rights and privileges as a Subordinate Union. In witness whereof, we have subscribed our names and affixed the seal of the International Hod Carriers' Building and Common Laborers' Union of America, this.....day of.....

A. D., one thousand nine hundred and

(Seal)

President.

General Sec'y-Treas.

CHARTER FEE

Sec. 52. Any number of wage workers of our craft, not less than ten (10), who are desirous of forming a Local Union of our calling, will be granted a charter in the International Union upon request for application. Fee for charter will be fifteen dollars ($15), which will include seal and all books necessary to conduct the affairs of a Local Union. With this charter fee will also be included fifteen (15) due books free of cost, but all due books over that number will cost fifteen (15) cents each.

VACANT CHARTER NUMBER

Sec. 53. In case any Local Union is expelled or lapsed and the charter number is vacant, the next Local applying for charter shall be given one of the vacant numbers that the Local

numbers may at all times run consecutive with the International Hod Carriers' Building and Common Laborers' Union of America.

CHARTERING INDEPENDENT UNIONS

Sec. 54. Where independent Locals as an entirety come under the jurisdiction of the International Union, the charter fee required will be five dollars ($5). The sum of fifty (50) cents for every member reported will also be charged thirty-five (35) cents of this amount being for the first month's per capita tax and the remaining fifteen (15) cents will cover cost of the due book.

READMISSION

Sec. 55. Local Unions suspended for not over one year for non-payment of per capita tax may be readmitted upon the payment of two and one-half ($2.50) dollars for each member as a readmission fee. Local Unions (or members of Local Unions) suspended for over one year will have to reinitiate in order to reaffiliate. That is, such Locals will have to pay the regular charter fee of $15 and single members must pay the regular initiation fee of five ($5.00) dollars each in order to be reaffiliated.

Local Unions applying for readmission must present the names of their members on an official report blank furnished for that purpose. The two and one-half ($2.50) dollars charged as a readmission fee to the International Union will include the cost of the issuance of the membership due book. The members of a local Union readmitted, must be in continuous good standing in this International Union for one or two years respectively, from the date of their readmission in order to be entitled to any death benefits. (See sections 57-64 of this Constitution.) Dispensation of readmission fee, in whole or in part, may be granted by the General President on request for same.

UNLAWFUL TO ISSUE SOUVENIRS

Sec. 56. It shall be unlawful for the I. U., or any Local Union, to sell or grant permission to any person, or persons, the right to solicit advertisements, to issue souvenirs or any such matters in cities where charters are issued to Local Unions from this I. U., also cities where the Convention of the I. U. is held in the name of the International Hod Carriers' Building and Common Laborers' Union of America,

and Local Unions or members found guilty of any offense as herein provided will be subject to a fine.

DEATH BENEFIT

Sec. 57. Upon the death of a member who was in good health at the time of his last admission into the International Union and who at that time was over 50 but less than 60 years of age and who at the time of his death was and had been in continuous good standing for not less than one year, the International Union will pay to those legally entitled thereto the sum of fifty ($50.) dollars and for such member who was and had been in continuous good standing for two years or more the sum of one hundred ($100.) dollars out of the Death Benefit Fund. All upon compliance with all the requirements herein provided.

Sec. 58. Upon the death of a member who was in good health at the time of his last admission into the International Union and who at that time was under 50 years of age and who at the time of his death was and had been in continuous good standing for not less than one year, the International Union will pay to those legally entitled thereto the

sum of one hundred ($100.) dollars and for such member who was and had been in continuous good standing for two years or more the sum of two hundred ($200.) dollars out of the Death Benefit Fund. All upon compliance with all the requirements herein provided.

Sec. 59. Death certificates must be accompanied by the due books of the deceased member, and to be entitled to benefits, the member's book must correspond with the reports made to the General Office by the Financial Secretary of the Union of which he is a member, and must show that at the time of death he was in good standing with the International Union. City Registrar's Certificates, Physician's and Undertaker's Certificates must also accompany all notifications of death. The Financial Secretary of the Local Union of which the deceased is a member must notify the General Secretary-Treasurer immediately upon the death of a member in good standing, provided the member is eligible to benefits as provided for by the Constitution.

Sec. 60. When a question arises as to the legality of a death claim, the General Secretary-Treasurer shall have

authority to investigate the case and require a sworn statement signed by the President and Financial Secretary of the Local Union from which the claim originated.

Sec. 61. The International Union shall establish and maintain a filing system on which shall be kept by the General Secretary-Treasurer a record of each member of all Local Unions, showing the name, number of card, when initiated, when transferred, suspended, expelled or died, together with the number of the Local to which the member belongs.

Sec. 62. Upon the death of a member entitled to benefits, said member having no person to take care of his remains, the President and Secretary of the Local Union shall take charge of the same, provide for interment, the expense not to exceed the amount of his claim in accordance with his standing in the International Union, as provided for in Sections 57 and 58 of this Constitution. If no claim duly verified by the claimant to the death benefit is made by heirs or legal representatives within one year after the death of the said member, the claims shall become

void and the balance of the death benefit shall revert to the Death Benefit Fund.

Sec. 63. Any officer of the Local Union convicted of receiving death benefit illegally shall be fined the amount of said benefit, and dealt with according to the laws of the International Union and civil laws.

Sec. 64. All right of action upon the International Union by any beneficiary member shall be absolutely barred unless proofs of death shall be forwarded to the General Secretary-Treasurer, together with the record of his standing in his Local Union of which he was a member as hereinafter required within one year after such date, and it shall be likewise barred unless such action shall be commenced in some court of competent jurisdiction within one year after the official rejection of any claim, if any, by the International Union. No death benefit shall be paid on a member if he was over two (2) months in arrears for dues to the International Union at the time of his death.

A member will not be entitled to any death benefit if the Financial Secretary of his Local Union failed to pay per capita tax for him to the Interna-

tional Union as provided for in Section 44 even though the member has paid his dues to the Local Union.

A member of any Local Union desiring to know if he is in good standing in the International Union may make inquiry to the General Secretary-Treasurer.

JURISDICTION AND CLASSIFICATION OF WORK

Sec. 65.—

Tenders—Tending masons, plasterers, carpenters and other building and construction crafts and mixing, handling and conveying of all materials used by masons, plasterers, carpenters and other building and construction crafts whether done by hand or by any other process, drying of plastering when done by salamander heat and cleaning and clearing of all debris.

Scaffolding—Building of scaffolding and staging for masons and plasterers.

Excavations and Foundations—Excavation for buildings and all other construction; digging of trenches, piers, foundations and holes; digging, lagging, sheeting, bracing and propping of foundations, holes, caissons, cofferdams, dams and dikes.

CONCRETE AND FORMS—Concrete for walls, foundations, floors or for any other construction; mixing, handling, conveying, pouring, gunniting and otherwise applying concrete whether done by hand or any other process and wrecking, stripping, dismantling and handling concrete forms and false work; building of centers for fire-proofing purposes.

STREETS, WAYS AND BRIDGES—Work in the excavation, preparation, concreting, paving, ramming, curbing, and surfacing of streets, ways, courts, underpasses, overpasses and bridges and the grading and landscaping thereof and all other semi and unskilled labor connected therewith.

TRENCHES, MANHOLES, ETC.—Cutting of streets and ways for laying of conduits for all purposes; digging of trenches, manholes, etc., handling and conveying all materials for same; concreting of same; backfilling, grading and re-surfacing of same and all other semi and unskilled labor connected therewith.

TUNNELS, SUBWAYS, AND SEWERS—Construction of sewers, shafts, tunnels, subways, caissons, cofferdams, dikes,

dams, aqueducts, culverts, flood controls, and airports.

UNDERPINNING AND SHORING—Shoring, underpinning and raising of all structures.

DRILLING AND BLASTING—All work of drill running and blasting.

COMPRESSED AIR—All work in compressed air construction.

SIGNAL MEN—Signal men in all construction work.

GENERAL EXCAVATION AND GRADING—The clearing, excavation, filling, backfilling, grading and landscaping of all sites for all purposes and all semi and unskilled labor connected therewith.

FACTORIES—Laborers in factories and mills.

GENERAL LABORERS—All laborers in shipyards, material yards, junk yards, cemeteries and the cleaning of streets, ways and sewers, and all laborers' work of an unskilled and semi-skilled nature.

PITS, YARDS AND QUARRIES—All drillers, blasters, signal men and laborers in quarries, crushed stone yards, and gravel and sand pits.

WRECKING—The wrecking of buildings and all structures.

CONCILIATION AND ARBITRATION BOARDS

Sec. 66. Each Local Union shall create Boards of Conciliation and Arbitration for the purpose of establishing a means whereby all questions in dispute between themselves and employers can be peaceably settled. The form and nature of such agreement shall govern such matters of interest as is most likely to form subjects of dispute, such as the regulation of the rate of wages per hour for general work, the rate per hour for extra or overtime, specifying the rate and hours for such, the rate for holidays, and specifying the same, the number of hours worked per day, and such other questions or rules as may be of joint benefit to employers and employees, represented by such agreement. Such agreement shall remain in force and effect for one year from date agreed upon, or until changed by subsequent agreement. All questions to be settled by this committee must be referred to it without being exclusively acted upon independently by either association.

HOW TO FORM DISTRICT COUNCILS

Sec. 67. Whenever two or more Local Unions are formed in any one city or

adjoining cities within a territory of ten (10) miles, a District Council shall be formed upon application to the office of the General Secretary-Treasurer for a charter, accompanied with a fee of Five Dollars ($5.00), which will entitle them to a charter and seal and other necessary supplies.

Every district council shall through its secretary, and treasurer make a monthly report to the headquarters, First, by giving the number of each local union belonging to the council and, second, by remitting a district council affiliation tax to the Headquarters of $.50 per month per local union belonging to the district council. The secretary of the district council shall at the same time that he is paying affiliation tax forward to the General Secretary-Treasurer a summary of all the matters discussed at the meetings, and shall submit a brief of all motions, resolutions, and other votes taken by the district council.

The Secretary of the district council, upon request of the General Secretary-Treasurer, shall furnish him within 15 days with a verbatim copy of the minutes of the meetings of the district council.

Payment of district council affiliation tax shall be made to the General Secretary-Treasurer of the International Union within the same time limit as set forth for the payment of per capita tax to the International Union (see Section 44). The General Secretary-Treasurer shall acknowledge receipt of money received for district council affiliation tax by sending regular official receipt.

The Secretaries of any district council failing to make report before the tenth day of the second month will be notified by the General Secretary-Treasurer that the district council is in arrears and they will then have time to pay the affiliation tax before the twenty-fifth of the current month.

Sec. 68. The District Council shall be composed of regularly elected delegates from Local Unions affiliated with the International Hod Carriers, Building and Common Laborers' Union of America.

Sec. 69. The officers of all District Councils shall consist of a President, Vice-President, Recording Secretary, Treasurer, Sergeant-at-Arms, and three (3) Trustees.

Sec. 70. Each Local Union in the jurisdiction of a District Council shall make their own laws regarding representation, and no person shall be entitled to act as delegate to a District Council from his Local Union unless he is actually working at the calling and has been a member in good standing in the Local which he is to represent, at least one year. This in no way applies to newly chartered Local Unions under the jurisdiction of the District Council.

Sec. 71. The District Council shall have jurisdiction, supervision and control over all matters relative to agreements with employers in their locality concerning wages, hours, and working conditions; and of all things necessary to guard the interests of locals under its jurisdiction. It shall also have power to regulate the admission of new members, to establish the initiation fees, readmission fees, dues and other assessments payable by members to their locals. It shall also have authority to discipline its affiliated locals and the individual members thereof. The exercise of any and all powers herein granted are subject to approval, disapproval or modification by the General President.

Sec. 72. The District Council shall at all times observe and enforce all provisions of the Constitution and General Rules of the International Union and working agreements of the District Council as adopted by the Council, which will at all times aid to perfect the organization and strengthen the International Hod Carriers' Building and Common Laborers' Union of America.

Sec. 73. Any Union of this I. U., within the jurisdiction of the District Council, after being notified that a District Council is formed, shall affiliate with said District Council, as provided for by the Constitution and General Rules of the International Union.

Sec. 74. The expense of the District Council shall be provided for by a per capita tax by the Locals affiliated.

GENERAL RULE

Sec. 75. The provisions of this Constitution shall be interpreted and construed according to their most plain and obvious meaning, and should any doubt arise as to the proper construction of any section or rule thereof, it shall be referred to the General President, whose decision shall be final unless reversed by the Convention.

(*See Sec. 100 and following of Laws and Rules.*)

PART 2

CONSTITUTION

AND

GENERAL RULES OF LOCAL UNIONS

NAME AND AFFILIATION

Sec. 76. This Local Union shall consist of at least ten (10) members and shall be known as Hod Carriers' Building and Common Laborers' Union of America, holding a legal and unreclaimed charter, granted by the International Union of the Hod Carriers' Building and Common Laborers' Union of America. It cannot voluntarily surrender its charter so long as ten (10) members in good standing object thereto.

JURISDICTION OF LOCAL UNIONS

Sec. 77. The jurisdiction of all Local Unions shall be that assigned to it by this International Union of the Hod Carriers' Building and Common Laborers' Union of America; its decisions upon all matters within the powers and limits of Local Unions of the Hod Carriers' Building and Common Laborers' Union of America shall be final

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unless appealed to and reversed by the General President.

Sec. 78. Where there are Local Unions in any city belonging to the International Union, no more charters for Local Unions shall be granted without the consent of the Local Union already in existence, unless the General President finds it beneficial to the welfare of the Organization to issue another charter.

MEMBERSHIP

Sec. 79. No person shall be accepted to membership in any Local Union under the jurisdiction of the International Union unless he is actually working at the calling and is a man of good moral character and known by at least two members in good standing.

No person coming from abroad to the United States and Canada or who is born here of foreign parents, shall be accepted to membership in any Local Union under the jurisdiction of the International Union, unless he either be a citizen of the United States or of Canada, or shall have officially and in accordance with the law, declared his intention to become a citizen.

INITIATION FEE

Sec. 80. The initiation fee in all Local Unions shall not be less than five dollars ($5.00) and not more than fifty dollars ($50.00). Dispensation of the initiation fee may be granted by the General President upon request for same, or in case of forming new Local Unions. Every candidate shall be required to take the obligation as per ritual.

MONTHLY DUES IN LOCAL UNIONS

Sec. 81. The monthly dues in Local Unions where no District Council exists shall be regulated by each Local, and shall not be less than what is required to meet the expenses of the Local.

TRAVELING CARD AND HOW GRANTED

Sec. 82. A member of a Local Union in good standing desiring to travel for the purpose of seeking employment, or desiring to transfer to another Local in the same city, shall make application to the Financial Secretary of the Local Union for a traveling card, which must bear the signature of the President and Secretary, with the seal of the Local Union attached. The Secretary must furnish traveling cards free of cost to

his members. The card must show the date and month in which the card expires and the date and month in which the card is issued. A member working within the jurisdiction of a District Council shall not be required to deposit his card in the sister Union, providing his Union holds membership in the District Council having jurisdiction over the Union where he is employed.

Sec. 83. A member having received a traveling card for the purpose of seeking employment, and upon coming into the jurisdiction of a sister Union, shall be required to deposit his traveling card, together with his working card with the Financial Secretary of the Local Union under whose jurisdiction he is working, at the first meeting after his arrival. On presenting his card to the Financial Secretary of the Local Union under whose jurisdiction he is working, his card shall be honored and his name placed upon the roll of the Local Union, provided the card is found to be punched in the month showing the member to be in good standing in the Local Union issuing the card.

Sec. 84. A member having a traveling card in his possession will be re-

quired to deposit the same in the Local Union under whose jurisdiction he is working, within the limit as shown by the month and date for which the card expires. A member failing to deposit his card in some Local Union within three (3) months from the date of expiration of card, will not be entitled to the benefits guaranteed him by the Constitution of the International Union. Any failure on his part to comply with the laws governing the issuing of a traveling card, as herein provided, shall forfeit his membership in the International Hod Carriers' Building and Common Laborers' Union of America.

Sec. 85. A member of a Local Union having received a traveling card, who has not been a member of a Local Union at least two (2) years, upon depositing his card in a sister local where the initiation fee exceeds that of his local at the time of his becoming a member, shall be required to pay the difference of the initiation fee to the Local Union under whose jurisdiction he is working when the traveling card is deposited.

Sec. 86. Secretaries receiving such cards shall detach coupon and forward

same to the General Secretary-Treasurer immediately upon acceptance of card. The Secretary failing to comply with the foregoing law governing such traveling card shall be fined the sum of two (2) dollars. Fine to be paid to the International Union by the Local Union of which he is Secretary. A traveling card with the coupon detached before presented to a sister Local Union shall be null and void.

Sec. 87. The General Secretary-Treasurer, upon receipt of a deposited coupon detached from the traveling card, shall immediately transfer the name and number of said member from the Local Union issuing such card to the Local Union accepting such card. A member upon depositing his due card and traveling card in a sister Union shall not be compelled to pay dues to such Union for the same month in which his card shows he has paid dues to the Local Union issuing his card.

Sec. 88. In case a member deposits his card in the Local Union, and for any reason the Local Union forfeits its charter to this International Hod Carriers' Building and Common Laborers' Union of America, after de-

positing the said card a member desiring to retain his membership in this International Union may therefore, upon proper notice to the General Secretary-Treasurer, retain his membership upon payment of all dues and assessments charged against him on the books of his former Local Union.

Sec. 89. Members of a Local Union will not be required to carry a traveling card while working within the radius of the jurisdiction of a District Council. See Section 67 of this Constitution.

AFFILIATION TO STATE AND CENTRAL BODIES

Sec. 90. It shall be the duty of all Local Unions affiliated with this International Union to elect delegates to Central Bodies, Building Trades Councils and State Federations of Labor chartered by the A. F. of L. in their vicinity where such exist.

STRIKES

Sec. 91. All Local Unions going on strike shall notify the general office not less than one (1) month before going on strike.

Sec. 92. New Local Unions cannot receive the moral support of this In-

ternational Union until they have been chartered at least six (6) months previous to the date of the strike.

ON DELEGATE'S ELECTION

Sec. 93. Each Local Union will elect their Delegate or Delegates to Convention at least thirty (30) days before date of said Convention. The expenses of said representative shall be defrayed by the Union they respectively represent. Delegates to be eligible to act as representatives in Convention from their Local Union must be constant good standing members of the International Union at least twelve (12) months. This in no way applies to new Locals chartered during the period of twelve (12) months.

Sec. 94. Any member duly elected Delegate to the Convention in the manner as provided in Section 93 of this Constitution cannot be removed by subsequent action unless after such election he shall be convicted of an offense against the laws of the Union or of the International Union. In case of an appeal by the duly elected Delegates from the action of the Local the Secretary shall cause to be forwarded to the General Secretary-Treasurer of the In-

ternational Union a copy of the charges, together with the evidence and the decision and findings of the committee appointed by the Local Union, that the accused may have an opportunity for defense. In such case the matter shall be referred to the Executive Board for action, who shall report by reference to the General Secretary-Treasurer, on blanks furnished for that purpose, giving their decision on the matter.

BONDING OF FINANCIAL SECRETARY AND TREASURER OF LOCAL UNIONS

Sec. 95. It shall be the duty of the General President and General Secretary-Treasurer to arrange satisfactory terms with a reliable surety company, to enter into a contract with such company for the bonding during the ensuing year of all Local Union financial secretaries and treasurers in a sufficient amount, to be determined by the Local Union. The bond thus secured shall be held in trust for the Local Union, and all Local Unions shall fill out and forward, or cause to be filled out and forwarded to the General Secretary-Treasurer necessary application and other information required therein. It shall be the duty of each Local Union to comply

with the provision and terms thus arranged, under the usual penalties.

Sec. 96. Each Local Union shall pay to the General Secretary-Treasurer, within the time prescribed by him, the amount of premium due for the officer or by the Local Union under the bond; notices of such shall be forwarded to the General Secretary-Treasurer by the Secretary of the Local Union under seal, and a sworn itemized statement showing the amount of such loss of moneys shall accompany such notice, or shall be furnished as soon thereafter as possible.

Sec. 97. On receipt of such notices the General Secretary-Treasurer shall notify the surety company of the loss, and upon proper proof thereof being made, shall demand the payment of the same to be made; he shall forward such amount to the Financial Secretary of the Local Union which has sustained the loss. And no Local Union shall be authorized to accept a settlement of any loss thus incurred for any amount less than the actual loss incurred (provided such loss does not exceed the amount of the bond), or release the surety company from liability without

the consent of the General President and General Secretary-Treasurer of the International Union.

DUTIES OF THE FINANCIAL SECRETARY

Sec. 98. It shall be the duty of the Financial Secretary of each Local Union to receive all moneys, giving his receipt for the same.

Sec. 99. The Financial Secretaries of Local Unions shall report each month to the General Secretary-Treasurer, the names and addresses of persons admitted and readmitted and a list of members in good standing and remit therewith, the sum of five ($5.00) dollars for each person admitted, the sum of two and one-half ($2.50) dollars for each person readmitted and the sum of thirty-five (35) cts. per member per month as the regular monthly per capita tax. They shall make payment of per capita tax not later than the time allowed by the Constitution, as per Section 44.

They shall also report the names of all members admitted by card, transferred, suspended, expelled or died, giving date and cause of death, also date and cause of such suspension or ex-

pulsion, and why dropped from the roll. Financial Secretaries failing to make reports as herein required, shall be fined the sum of two (2) dollars, which fine shall be paid by the Local Union of which he is Financial Secretary.

The Financial Secretary of each Local Union, for the faithful performance of his duties, shall give a bond in a reliable surety company, as provided for in Section 95 of the Constitution of the International Union, upon blanks furnished by the Secretary-Treasurer. The fee for such bond shall be paid by the Local Union for all officers bonded as required by this Constitution.

Sec. 100. Any member locating in the jurisdiction of a sister Union will be governed according to Rules of said Union.

Sec. 101. The provisions of this Constitution and General Rules and the Constitutions of Local Unions shall be interpreted and construed according to their most plain and obvious meaning, and should any doubt arise as to the proper construction of any section or rule thereof, it shall be referred to the General President, whose decision shall be final, unless reversed by the Convention.

Sec. 102. Every Local Union through its officers is obliged to answer any questions put before it by the General Secretary-Treasurer of this International Union. Failure on the part of the officers of the Local to Comply with such request, the Executive Board, upon the recommendation of the General Secretary-Treasurer may punish said Local in any way it deems necessary.

Sec. 103. Local Unions violating any of these rules will be fined according

to the gravity of the offense, as determined by the Executive Board, until revised by the Convention.

Sec. 104. The Constitution and General Rules herein adopted, and every section thereof shall apply to and govern and control all Local Unions as those to be hereafter adopted by Local Unions.

Sec. 105. The General Secretary, with the consent of the General Executive Board may submit to the Subordinate Unions such amendments and alterations to the Constitution as he may deem necessary.

Subordinate Unions must be given at least thirty (30) days to consider and vote upon propositions submitted, with an additional ten (10) days to return the same to the General Secretary-Treasurer. No votes to be counted received after the constitutional time has expired. The General Secretary-Treasurer shall have the right to submit any important matter for referendum vote to all Subordinate Unions.

Sec. 106. Any law adopted by this International Union, whether in Convention assembled or by referendum

vote, will go into effect three (3) months after the date of its adoption.

The General Secretary-Treasurer will notify all Local Unions of changes made in the Constitution, sending them copy of the revised Constitution.

Sec. 107. In case of death, absence or removal of the President, Vice-Presidents or General Secretary-Treasurer, the General Executive Board shall be empowered to fill such vacancy, or they may call for nominations and permit Subordinate Unions to make nominations. In such case only Unions in good standing will be permitted to vote.

Sec. 108. By-Laws may be made for the special government of Local Unions, providing they do not contravene this Constitution and after they have received the endorsement and approval of the General President.

PART 4

RULES AND ORDER OF BUSINESS OF NATIONAL CONVENTION

1. Opening of Convention.
2. Examination of credentials and committees' reports.
3. Calling the roll of Delegates.
4. Appointment of committees.
5. Reception of communications and resolutions.
6. Report of General President.
7. Report of General Secretary-Treasurer.
8. Reports of Vice-Presidents and Organizers.
9. Reports of Delegates to A. F. of L.
10. Reports of Delegates to the B. T. D.
11. Reports of committees, as follows, consisting of three (3) members each:
    (a) Committee on Rules.
    (b) Committee on President's Report.
    (c) Committee on Secretary-Treasurer's Report.
    (d) Committee on Executive Council's Report.

    And the following committees, to consist of five (5) members each:
    (a) Committee on Resolutions.

(b) Committee on Organization.
(c) Committee on Laws.
(d) Committee on Grievances.
(e) Committee on Beneficiary claims.

12. Unfinished business.
13. New business.
14. Discharging of committees.
15. Nomination and election of officers.
16. Selection of city for the next Convention.
17. Closing and adjournment.

PRELIMINARY RULES

RULE 1. On motion, the regular order of business may be suspended by a two-thirds vote of the meeting, and at any time to dispose of any urgent business.

RULE 2. All resolutions and regulations must be submitted in writing.

RULE 3. Any conversation by whispering or otherwise, which is calculated to disturb a member while speaking, or hinder the transaction of business shall be deemed a violation of order.

RULE 4. Partisan politics or sectarian discussion shall not be permitted in the meetings under any circumstances.

RULE 5. All questions of a parliamentary nature not provided for in

these rules shall be decided by Cushing's Manual.

MOTIONS

RULE 6. A motion to be entertained by the presiding officer must be seconded, and the mover as well as the seconder must rise and be recognized by the Chair.

RULE 7. Any member having made a motion, can withdraw it by consent of his second; but a motion once debated cannot be withdrawn, except by a two-thirds vote.

RULE 8. A motion to amend an amendment shall be in order, but no motion to amend an amendment to an amendment shall be permitted.

RULE 9. Any member may call for a division of a question when the sense will admit thereof.

DEBATE

RULE 10. A motion shall not be subject to debate until it has been stated by the Chair.

RULE 11. When a member wishes the floor, he shall rise and respectfully address the Chair and if recognized by the Chair, he shall be entitled to the floor.

RULE 12. If two or more members rise to speak at the same time, the Chair shall decide which is entitled to the floor.

RULE 13. Each member, when speaking, shall confine himself to the question under debate, and avoid all personal intercourse or sarcastic language.

RULE 14. No member shall interrupt another while speaking, except on a point of order, and he shall definitely state the point, and the Chair shall decide the same without debate.

RULE 15. If a member, while speaking, be called to order, he shall take his seat until the point of order is decided, when, if decided in order, he may proceed.

RULE 16. If a member shall feel himself personally aggrieved by the decision of the Chair, he may appeal to the Local Union from its decision.

RULE 17. When an appeal is made from the decision of the Chair, the Vice-President shall then act as Chairman; said appeal shall then be stated by the Chair to the meeting in these words: "Shall the decision of the Chair be sustained as the decision of the meeting?" The members will then have the right

to state the grounds for this appeal, and the Chair will give the reasons for his decisions, whereupon the Union will proceed to vote on the appeal without further debate, and it shall require a majority vote to sustain the appeal.

RULE 18. No member shall speak more than once on the subject until all members desiring the floor shall have spoken.

RULE 19. The presiding officer shall not speak on any subject unless he retires from the chair, except on point of order and appeals from the decision of the Chair, and in case of a tie, he shall have the casting vote.

PRIVILEGED QUESTIONS

RULE 20. When a question is before the meeting no motion shall be in order except: (1) to adjourn; (2) to lay on the table; (3) for the previous question; (4) to postpone for a given time; (5) to refer or recommit; (6) to amend, and these motions shall have precedence in the order herein arranged. The first three of these motions are not debatable.

RULE 21. When the previous question is moved and seconded, it shall be put in this form: "Shall the main question now be put?" If this is carried all

further motions, amendment and debate shall be excluded and the main questions put without delay.

RULE 22. If a question has been amended the question on the amendment shall be put first. If more than one amendment has been offered, the question shall then be put as follows: (1) amendment to the amendment; (2) amendment; (3) original proposition.

RULE 23. When a question is postponed indefinitely it shall not come up again except by a two-thirds vote.

RULE 24. A motion to adjourn shall always be in order, except: (1) when a member has the floor; (2) when members are voting; (3) when it has been decided to take the previous question.

TAKING THE VOTE

RULE 25. Before putting the question to vote the presiding officer shall ask: "Is the Union ready for the question?" Then it shall be open for debate. If no member rises to speak, the presiding officer shall then put the question in this form: "All in favor of the motion will give the voting sign," and after the affirmative vote is expressed "Those opposed, the same sign." After

the vote is taken he shall immediately announce the result.

RULE 26. When the presiding officer has commenced taking a vote, no further debate or remarks shall be allowed unless a mistake has been made, in which case the mistake shall be rectified, and the presiding officer shall again take the vote.

RULE 27. Before the presiding officer declares the vote on a question, any member may ask for a division of the house; then the Chair is in duty bound to comply with the request, and a standing vote shall then be taken, and the Secretary shall count the same.

RULE 28. Every member present shall vote on all questions before the Union unless personally interested or excused by the Union.

RULE 29. When a blank is to be filled the question shall be taken first upon the largest sum or number, for the longest or latest time.

RULE 30. When a question has been decided, it can be reconsidered only at the same meeting or on the next regular meeting night.

RULE 31. A motion to reconsider must

be made and seconded by two members who voted with the majority.

RULE 32. All questions, unless otherwise provided, shall be decided by a majority of all votes cast.

RULE 33. The Rules of Order of the International Union shall be used in all Local Unions as far as they can be made applicable, and all questions not herein provided for shall be decided upon the principles laid down in Cushing's Manual.

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CONSTITUTIONS

of the

REMOTE STORAGE

International Hod Carriers'
Building and Common
Laborers' Union of America

Local Unions

District Councils

Ritual

Org. at Washington, D. C., April 13, 1903

Headquarters: Washington, D. C.

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CONSTITUTION

of the

International Hod Carriers' Building and Common Laborers' Union of America

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As adopted at the Eighth Convention held at St. Louis, Mo., September 15-19, 1941

PREAMBLE

We, the members of the International Hod Carriers', Building and Common Laborers' Union of America, in order to preserve the dignity of the laborer to promote and to protect his physical, economic, and social welfare through safe working conditions, adequate compensation and reasonable hours of work; and believing that this can best be achieved by united effort and concerted action and by establishing through just and lawful means an harmonious relationship between employer and employee, do adopt this Constitution for the International Hod Carriers', Building and Common Laborers' Union of America.

ARTICLE 1

Name, Objects and Powers

Section 1—This body is sovereign and independent of its component parts and shall be known as the International Hod Carriers,' Building and Common Laborers' Union of America, hereinafter referred to as the International Union.

Section 2—It shall consist of the General President, the Vice-Presidents, and the General Secretary-Treasurer; and in convention assembled these officers and the duly elected delegates representing the Local Unions chartered by and in good standing with the International Union.

Section 3—Its object shall be to unite under its banner for mutual protection and benefit as workers all persons engaged in work within the jurisdiction of this International Union as hereinafter defined.

Section 4—The powers of this International Union are legislative, executive, and judicial. As the sovereign authority it has

RESTRICTED STORAGE

the power to grant charters to Local Unions, District Councils, and other Subordinate Bodies; to define their powers and jurisdiction; to revise, revoke, and amalgamate existing charters; and to govern, regulate, and supervise these Subordinate Bodies.

It is empowered to decide the rights, privileges, and obligations arising out of membership in this International Union and in any of its Subordinate Bodies.

All matters of general importance to it and to the welfare of Subordinate Bodies, and of the members as such, shall be referred to it for decision.

Its decision on all such matters shall be final and conclusive.

Section 5—Except as herein otherwise provided, the legislative power can be exercised only in Convention Assembled and by referendum of the membership.

Section 6—When the International Union is not in Convention Assembled, all its executive and judicial powers are vested in the General Executive Board subject to review by the Convention upon appeal.

ARTICLE 2

Jurisdiction, Seal and Location

Section 1—This International Union has jurisdiction in the following and over such other work as it shall hereafter acquire:

Tenders — Tending masons, plasterers, carpenters and other building and construction crafts and mixing, handling and conveying of all materials used by masons, plasterers, carpenters and other building and construction crafts whether done by hand or by any other process, drying of plastering when done by salamander heat and cleaning and clearing of all debris.

Scaffolding—Building of scaffolding and staging for masons and plasterers.

Excavations and Foundations—Excavation for building and all other construction; digging of trenches, piers, foundations and holes; digging, lagging, sheeting, cribbing, bracing and propping of foundations, holes, caissons, cofferdams, dams and dikes.

Concrete—Concrete for walls, foundations, floors or for any other construction; mixing, handling, conveying, pouring, vibrating, gunniting and otherwise applying concrete whether done by hand or any other process and wrecking, stripping, dismantling and handling concrete forms and false work; building of centers for fireproofing purposes.

Streets, Ways and Bridges—Work in the excavation, preparation, concreting, asphalt and mastic paving, paving, ramming, curbing, flagging and surfacing of streets, ways, courts, underpasses, overpasses and bridges and the grading and landscaping thereof and all other semi and unskilled labor connected therewith.

Trenches, Manholes, etc. — Cutting of streets and ways for laying of conduits for all purposes; digging of trenches, manholes, etc., handling and conveying all materials for same; concreting of same, backfilling, grading and re-surfacing of same and all other semi and unskilled labor connected therewith.

Tunnels, Subways and Sewers—Construction of sewers, shafts, tunnels, subways, caissons, cofferdams, dikes, dams, aqueducts, culverts, flood controls and airports.

Underpinning and Shoring—Shoring, underpinning, raising and moving of all structures.

Drilling and Blasting—All work of drill running, jackhammering and blasting.

Compressed Air—All work in compressed air construction.

Signal Men—Signal men in all construction work defined herein.

General Excavation and Grading—The clearing, excavating, filling, backfilling, grading and landscaping of all sites for all purposes and all semi and unskilled labor connected therewith.

Factories — Laborers in factories and mills.

General Laborers—All laborers in shipyards, material yards, junk yards, asphalt plants, concrete plants, cemeteries, and the cleaning of streets, ways and sewers, and all laborers' work of an unskilled and semi-skilled nature.

Pits, Yards and Quarries—All drillers, blasters, signal men and laborers in quarries, crushed stone yards, and gravel and sand pits.

Wrecking—The wrecking of buildings and all structures.

Watchmen—Flagmen, Guards, Garbage and Debris Handlers and Dumpmen.

Section 2—The seal of this International Union shall be

Section 3—The headquarters and general office shall be located in the City of Washington, the District of Columbia, and cannot be removed therefrom except by majority vote upon a referendum or by a majority vote in Convention Assembled.

ARTICLE 3

Conventions and Representation

Section 1—Every five years a referendum of the membership shall be had through the Local Unions on the question whether the Convention shall be held.

The General Secretary-Treasurer shall, not later than the first Monday of April, mail to each Local Union then in good standing instructions for the referendum with a tally sheet on which the Local Union shall record the result of the vote of its membership and return it to the General Secretary-Treasurer at the headquarters of the International Union not later than the second Monday of May.

If a majority of those voting vote in favor of a convention, it will be held on the third Monday of September.

Section 2—The Convention shall be held at such place as shall have been selected by the preceding Convention. The General Executive Board may change the place if, in its judgment, a change is warranted.

Section 3—This International Union shall be composed of the General President, the Vice-Presidents, the General Secretary-Treasurer, and the legally elected delegates of Local Unions in good standing at the time of the Convention and for at least three months prior thereto. No delegate shall be entitled to a seat in the Convention

unless he was in good standing when elected and is at the time of the Convention.

If a duly elected delegate is unable to attend the Convention, his Local Union may send a substitute who possesses the qualifications required for delegate.

No Local Union which is in arrears in the payment of per capita tax or other assessments, or which is under suspension, shall be considered to be in good standing.

Section 4—Each Local Union, in good standing, shall be entitled to representation as follows: one (1) delegate for 100 members or fewer; two (2) delegates for 101 to 250 members; three (3) delegates for 251 to 500 members; four delegates for 501 to 1000 members; five (5) delegates for 1001 to 2000 members; six (6) delegates for 2001 to 5000 members; seven (7) delegates for 5001 or more members. The membership shall be determined according to the average membership over a period of the twelve (12) months ending March 31 of the Convention year.

Section 5—A majority of those accepted and admitted to a seat in the Convention shall constitute a quorum for the transaction of business.

Section 6—Any member of a Local Union is eligible to be a delegate of his Local Union provided he shall have been a member in continuous good standing for at least two years in the International Union and in that Local Union for at least twelve months prior to the date of his election. This provision shall not apply to Local Unions chartered less than a year before the Convention. But no Local Union shall be entitled to representation in the Convention unless it was chartered at least six (6) months before the Convention.

Section 7—Each Local Union shall elect delegates to the Convention of the International Union not earlier than the month of June nor later than the fifteenth day of August. The General Secretary-Treasurer shall furnish to each Local Union blank credentials and duplicates equal to the number of delegates to which the Local Union is entitled, and the Corresponding Secretary of the Local Union shall forward to the General Secretary-Treasurer the duplicate credentials of the delegates who are going to represent the Local Union not later than September first. The Corresponding Secretary of the Local Union shall fill in, sign, seal, and deliver the credentials to the delegates who are to represent the Local Union at the Convention. Each credential shall also be signed by the President of the Local Union.

Section 8—A duly elected delegate to the Convention of the International Union cannot be removed by the Local Union unless after such election he is convicted of a violation of the laws of the International Union or of the Local Union.

But if there is an appeal from such conviction, the action of the Trial Tribunal is stayed, and the Local Union shall forthwith forward to the General Secretary-Treasurer a copy of the charge, a summary of the evidence, the findings and decision of the Trial Tribunal, which, together with any written defense the appellant files, shall be referred to each member of the General Executive Board for decision. The General Executive Board may affirm, modify, or reverse the finding, decision, and punishment of the Trial Tribunal. The action of the General Executive Board as

to the delegate's right to a seat in the Convention shall be final.

Section 9—Each delegate shall cast only one (1) vote and therefore Local Unions entitled to more than one (1) vote shall elect and send to the Convention the number of delegates equal to the number of votes to which each is entitled.

Section 10—The delegates shall be paid by their respective Local Unions for attending the Convention and for expenses therefor.

Section 11—The order of business of the Convention unless otherwise voted at the Convention shall be as follows:

1. Opening of Convention.
2. Examination of credentials and Report of Credentials Committee.
3. Roll call of officials and delegates.
4. Report of the Committee on order of business and rules.
5. Reading of minutes of previous Convention.
6. Appointment of Committees.
7. Reception of communications and resolutions.
8. Report of General President.
9. Report of General Secretary-Treasurer.
10. Report of General Executive Board.
11. Reports of Committees.
12. Unfinished business.
13. New business.
14. Selection of city for next Convention.
15. Election and installation of officers.
16. Adjournment.

Section 12—The General President shall before the opening of the Convention appoint a Committee on Order of Business and Rules consisting of nine (9) members

whose duty shall be to arrange the order of business and the rules regulating the business of the Convention, and to report its recommendations in writing to the Convention, the acceptance of which shall be the first order of business after the Convention is legally declared in session.

Section 13—The Committee on Credentials and Audit shall consist of the General President, the General Secretary-Treasurer, and three (3) delegates who shall be appointed by the General President not later than September 1. The committee shall go to the International headquarters at least one week before the Convention to audit the books and shall meet at the place of Convention at least three (3) days before the Convention so that it will have its report in writing ready for the Convention when it opens. The three (3) members shall be paid by the International Union for the services rendered and the expenses incurred by them.

Credentials

Section 14—The form of credential for delegates from Local Unions shall be as follows:

Hod Carriers', Building and Common Laborers' Union of America, Local No.....

Date....., 19..

To the Officers and Members of the International Hod Carriers', Building and Common Laborers' Union—Greetings:

This is to certify that Brother .... of Local Union No..... card No..... was duly elected at a regular meeting held on (..... specify date) to represent Local Union No. ..... as a delegate to the Conven-

tion of the International Hod Carriers', Building and Common Laborers' Union of America to be held at .....
on .....

In witness whereof, we have attached the seal of this Local Union.

(Signed) .....
President.

.....
Recording Secretary.

ARTICLE 4

Officers

Section 1—The elective officers of this International Union are the General President, a First, a Second, a Third, a Fourth, a Fifth, and a Sixth Vice-President, and the General Secretary-Treasurer. No member is eligible for election as an officer unless he has held the office of General President or Vice-President or General Secretary-Treasurer for at least twelve (12) months, or is a duly accredited delegate of a Local Union, and that Local Union of which he is a delegate has belonged continuously to this International Union for at least twelve (12) months and he has been a member in continuous good standing with this International Union at least five (5) years and has been in good standing with the Local Union for at least twelve (12) months.

Term of Officers

Section 2—The elective officers shall be elected at a convention for a term of five (5) years and shall hold their offices for a period of three (3) months after their successors shall have been elected and installed.

Election

Section 3—Unless otherwise established by the Convention, the officers shall be elected by Roll Call, and to constitute an election a majority of all votes cast shall be required.

If there are more than two (2) candidates for an office to which only one is to be elected, and on the first balloting no one receives a majority the election shall proceed between the one receiving the highest vote and the one receiving the second highest vote. If there is a tie for the second highest vote, the tie shall be run off first.

Where more than one is to be elected, each person shall be entitled to vote for the number to be elected and those receiving the highest number of votes equal to the number to be elected shall be declared elected.

The election shall be conducted by the Committee on Elections, consisting of three (3) delegates appointed by the General President.

Salaries

Section 4—The salary of the General President shall be $12,000.00 a year; the salary of the General Secretary-Treasurer shall be $10,000.00 a year.

The officers shall be reimbursed for all expenses incurred in the performance of their duties.

Section 5—An officer of the International Union whose Local Union becomes suspended or dissolved may retain his standing as an officer, and his membership in the International Union either by transferring into a good standing Local Union or by paying the same dues which he was paying in his Local Union directly to the General

Secretary-Treasurer until the close of the next Convention. But such a member shall have no connection with his suspended or dissolved Local Union while it remains suspended or dissociated from the International Union.

Section 6—In case of death, resignation, or removal of the General President, the General Executive Board shall elect a General President from among its own members, and the General Executive Board shall fill any other vacancies occurring in any other elective International Office by the election of a member who has been in continuous good standing with the International Union for at least five (5) years; for the unexpired term of such office.

The person so elected shall have all the rights, privileges, and obligations as though he had been elected by a Convention.

ARTICLE 5

The General Executive Board

Section 1—The General Executive Board of this International Union shall consist of the General President, the Vice-Presidents, and the General Secretary-Treasurer; and a majority thereof shall constitute a quorum for the transaction of any business.

Powers

Section 2—The General Executive Board, when a Convention is not in session, shall have all the executive and judicial powers of this International Union and shall have entire control and jurisdiction of all the executive and judicial business of this International Union, and shall be the trial and appellate court.

Specifically, and not in limitation of the

aforesaid power, it shall have the power to grant, revoke, and consolidate or amalgamate charters of Local Unions, of District Councils, and of other Subordinate Bodies, and to define and revise their craft and territorial jurisdiction.

It may, for good cause, retire officer, representative or employee of the International Union, and make such financial provision for him or her as it deems is warranted by the length and character of the service rendered to the International Union by the individual.

It may submit or decline to submit referenda to the membership.

It may delegate its powers to constitutional officers and reserve the power to revoke the delegation and to review any act either on its own initiative or upon appeal by an aggrieved party.

The judicial powers of the General Executive Board shall be original and appellate. It shall have original jurisdiction of all charges and complaints by and against the officers and representatives of the International Union; those against a Local Union or other Subordinate Body, and of all matters relating to the suspension or revocation of charters of Local Unions or Subordinate Bodies; and it is vested with appellate jurisdiction over all charges and complaints against and between members, and against and between members and Local Unions and members and other Subordinate Bodies; and appellate jurisdiction over grievances within the jurisdiction of District Councils.

No member or Subordinate Body aggrieved by a decision, direction, ruling, or order of the General Executive Board shall have the right to appeal therefrom to the

Convention unless within ninety (90) days from the mailing of such decision, direction, ruling, or order by the Secretary of the General Executive Board, the aggrieved party files his appeal in writing with the General Secretary-Treasurer.

A decision, direction, ruling, or order by the General Executive Board on any matter is final and binding until and unless it is reversed or modified by the following Convention.

It shall have the power to assess the members for organizing purposes in a sum not more than one dollar ($1.00) each per year, and to levy special assessments on Local Unions not in excess of the sum of twenty-five cents ($0.25) per member and this not more than four (4) times a year.

Section 3 — Notwithstanding any provision herein, it shall have all the powers of, and concurrent with Local Unions and other Subordinate Bodies.

Section 4—It may within the minimum and maximum initiation fee fixed herein regulate the initiation fee an applicant for membership shall pay to join a particular Local Union and it may regulate the payment in installments of initiation fees to Local Unions by applicants for membership, and to fix the working privileges of such applicants pending payment in full thereof.

Section 5—The General Executive Board shall have the power to designate the depositories and the investment of the funds of the International Union and to regulate the method of withdrawals by the General Secretary-Treasurer and the General President.

Section 6—Transaction of Business. It shall meet at least once a year and at such

times and places as it or the General President may decide.

The action of the Board may be had and recorded by reference by mail, telegram or telephone except in the exercise of a judicial function.

ARTICLE 6

The General President—His Powers and Duties.

Section 1—The powers of the General President shall be executive, administrative, and judicial. The exercise of his executive and administrative powers shall be reviewable only by the Convention except as otherwise herein provided. The exercise of his judicial powers shall be reviewable by the General Executive Board and by the Convention.

He shall preside over the Convention, enforce the laws of the International Union at the same and preserve order. He shall submit a written report of his actions and doings to the Convention. He shall appoint an Assistant Secretary and other necessary clerical assistants, a Sergeant-at-Arms and assistants, and all committees of the Convention unless herein otherwise specifically provided; and he shall be a member ex officio of all committees. He shall have the right to vote to make or to break a tie.

He shall call and preside over all sessions of the General Executive Board and shall have the right to submit to it any matter within his authority as President.

He shall have general supervision of the business and welfare of the International Union, of its Local Unions, and other Subordinate Bodies, as its supreme executive

officer. He shall decide all questions of law or grievance submitted to him by Local Unions and other Subordinate Bodies and members, and his decision thereon shall be effective and binding until and unless reversed or modified by the General Executive Board or by the Convention.

When the General President makes a decision or issues an order to a Local Union or other Subordinate Body to comply with, or observe the laws of the International Union, and such Local Union or Subordinate Body, or the officers thereof, fail, neglect, or refuse to conform and comply with the decision or order, the charter of the Local Union or other Subordinate Body may, after complaint and hearing, be suspended or revoked and said officer may be fined, suspended, or expelled by the Executive Board.

He shall have the power to visit Local Unions and other Subordinate Bodies, and personally or by deputy preside over regular or special meetings; he shall have power to require information from them and their officers and members, and to inspect or investigate their affairs, either personally or by deputy, and for such purpose shall have the right to demand and obtain possession of all books, records and other papers belonging to the Local Union or such other Subordinate Body.

If through such investigation or otherwise, he has or receives information which leads him to believe that an officer of a Local Union or Subordinate Body is dishonest, negligent or incompetent, or that the Local Union or Subordinate Body is not being conducted for the purpose for which it was chartered, or that its conduct within the Local Union or other Subordi-

nate Body, in its relationship with other affiliated bodies and members, or in the observance and performance of existing agreements with employers, is detrimental to the general welfare and interests of the International Union, he may appoint a member in good standing with the International Union to preside over all regular and special meetings of said Local Union or other Subordinate Body, and to supervise its affairs. During such supervision, the Local Union or other Subordinate Body shall pay no bills of any kind without first obtaining written approval therefor from such supervisor. If a Local Union or other Subordinate Body, or an officer thereof, refuses, fails, or neglects to comply with the order of the General President and obstructs the representative appointed to investigate or to supervise the affairs of the Local Union or other Subordinate Body, then the General President may take over the office of the Local Union or other Subordinate Body and suspend the officers thereof and prefer written charges against such Local Union, other Subordinate Body, or officers thereof, before the General Executive Board. Pending the trial of said charges and while the affairs of said Local Union or other Subordinate Body are in the hands of the International President, he may appoint a member in good standing of the International Union as a trustee to take full charge and control of the affairs of the said Local Union or other Subordinate Body and to carry on such affairs and take such action as in his judgment is necessary for the preservation of the Local Union or other Subordinate Body, of its interests and the interests of its members. The suspended officers shall turn over to the trustee all

monies, books, papers, paraphernalia, and other property of the Local Union or other Subordinate Body. The trustee, temporary officers and persons employed to carry on the affairs of said body shall give bond for the faithful performance of their duties, in such form and amount satisfactory to the General President. Any Local Union, Subordinate Body, officer or member thereof who is aggrieved by the action of the General President in taking over its affairs, may immediately appeal to the General Executive Board. But the filing of such appeal shall not stay the power of the General President until and unless, after a hearing, the General Executive Board shall so rule, order or direct.

He may employ organizers and representatives of the International Union, either permanently or as the needs arise, as in his judgment the best interests of the International Union require, and he shall determine and fix their conditions of employment and compensation; and he shall remove them whenever, in his judgment, it is to the best interests of the International Union.

He may appoint certified public accountants and permanent legal counsel and fix their compensation, subject to approval of the General Executive Board.

He shall appoint delegates to the American Federation of Labor Convention, the Building and Construction Trades Department Convention, and to other representative bodies.

He shall cause the password to be issued every three (3) months and give the same to the General Secretary-Treasurer to be

forwarded to the President of each Local Union in good standing.

He may, whenever he deems it to the best interests of the International Union, grant dispensation of the initiation and readmission fee, or any part thereof, payable to the International Union.

No constitution or by-law of a Subordinate Body except the standard forms shall have any validity, force, or effect unless it has been approved by the General President.

Agreements With Employers

The General President and the General Secretary-Treasurer are jointly vested with authority to enter into National, Regional, and Area agreements with employers or employer associations. The General President, subject to review by the General Executive Board, is vested with full authority to enforce observance of such agreements and to enforce observance of other lawful agreements made by Local Unions and other Subordinate Bodies; and to enforce observance of other lawful orders pertaining thereto, by Local Unions, other Subordinate Bodies, and members.

ARTICLE 7

Powers and Duties of Vice-Presidents

Section 1—It shall be the duty of the first, second, third, fourth, fifth, and sixth Vice-Presidents in their order to perform all the duties of the President in his absence, or whenever requested by him to do so; and such other duties as the International Union may from time to time require.

ARTICLE 8

The General Secretary-Treasurer, His Duties and Powers

Section 1—The General Secretary-Treasurer shall be the Secretary of the Convention and of the General Executive Board; and he shall keep a true record of their proceedings. He shall keep and preserve all important documents, papers, and letters received, and copies of letters sent by him until such time as the General Executive Board may authorize their destruction. He shall conduct all the financial correspondence between the International Union and its Local Unions and other Subordinate Bodies and members thereof.

He shall receive applications for charters on forms prescribed by and conforming to this Constitution; and together with the General President, shall issue charters only in the form prescribed herein.

He shall have custody of the official seal and authority to affix the same upon official documents.

He shall upon receipt of the password from the General President forward the same to the President of each Local Union in good standing. He shall provide Local Unions and other Subordinate Bodies and through them the members thereof with such supplies, due books, dues stamps, and other paraphernalia as is provided for by the General Executive Board.

He shall on the tenth day of the second month from the month the per capita tax or other assessment has become due send a notice to the Local Unions who have failed to pay per capita tax or other assessments that unless payment is made within fifteen (15) days, the Local Union

shall stand suspended and ipso facto their members shall stand suspended and debarred from all benefits, and that they can only be reinvested with the right of membership upon the payment of a readmission fee for each member.

He shall be the custodian of all the property of the International Union including dues stamps, and general and special funds. He shall collect and receipt for all monies due from Local Unions, other Subordinate Bodies, and members and pay bills and make a quarterly report thereof and send a copy of the report to the members of the General Executive Board and to each Local Union and other Subordinate Bodies, showing monies received, monies disbursed, and the financial standing of the various Local Unions and the standing of the various funds of the International Union.

He shall, upon the receipt of the per capita tax, initiation and readmission fees, allocate the same to the various funds in accordance with and in proportion as provided for herein. He shall keep a system of records satisfactory to the General Executive Board.

If a Local Union or its officers or authorized representative wrongfully refuse to accept payment of the dues or other assessments from any member in good standing in the Local Union, the General Secretary-Treasurer shall accept them and after paying therefrom what is due the International Union on account of such member, the International Union shall hold the balance in trust for the Local Union.

He shall give a fidelity bond to the International Union in such amount as the General Executive Board shall determine.

He shall when his term of office expires deliver to his successor all books, monies, property, and other belongings of the International Union in his keep.

ARTICLE 9

Revenue

Section 1—The revenue of this International Union shall be derived as follows:

Charter and Initial Supplies	$15.00
Monthly Per Capita Tax	.35
Initiation Fee	5.00
Readmission Fee	2.50

And special assessments and monies for supplies to Local Unions, other Subordinate Bodies and members.

Apportionment and Distribution of Revenue

Section 2—The initiation and readmission fees and the per capita tax received by the International Union shall be apportioned and allocated as follows:

Initiation Fee: $4.00 shall belong to the General Fund and $1.00 shall belong to the Death Benefit Fund.

Readmission Fee: $1.50 shall belong to the General Fund and $1.00 shall belong to the Death Benefit Fund.

Per Capita Tax: $.27½ shall belong to the General Fund and $.07½ shall belong to the Death Benefit Fund.

Whenever the General President reduces the initiation or readmission fee, four-fifths of the amount fixed shall belong to the General Fund and the remainder shall belong to the Death Benefit Fund.

All other income unless expressly otherwise provided shall belong to the General Fund.

ARTICLE 10
Membership

Section 1—Any person actually working at a calling over which this International Union has jurisdiction shall be eligible to membership in a Local Union if he is of good moral character and is either a citizen or at least has declared his intention of becoming a citizen of the country where such person applies for membership.

No person who has been expelled shall be admitted or restored to membership without first obtaining permission from the General Executive Board.

Section 2—No person shall be clothed with or acquire or retain the right of membership unless payment of his initiation fee, readmission fee, and per capita tax is received by the International Union when due.

Section 3—Any member who has not paid his dues or other assessments to his Local Union on the last day of the month following the month for which they were due shall be considered to be in arrears and not in good standing. The Local Union is given 25 days thereafter to pay the per capita tax or other assessment to the International Union.

ARTICLE 11
Charters

Section 1—Application for charter for a new Local Union must be made in behalf of at least ten (10) persons engaged in work within the jurisdiction of this Inter-

national Union and eligible to membership herein.

Section 2—The form of application shall be as follows:

We, the undersigned, being authorized to act for the Local Union and in order to improve and promote our industrial welfare, respectfully petition the International Hod Carriers', Building and Common Laborers' Union of America to grant us a charter for a Local Union of the aforesaid International Union.

The total number of applicants for membership are.....

The regular meetings will be held at least once a month at ..... Street, the City of..... State of .....

In consideration of the granting of said charter, the said Local Union agrees that the said charter shall remain the property of the International Union, and that it will comply with and obey the Constitution, rules, practices, and customs of the International Union, and adopt the standard Local Constitution.

Dated at .....

Signed by:

.....
President.

.....
Vice-President.

.....
Corresponding and Recording Secretary.

.....
Financial Secretary-Treasurer.

.....
Sergeant-at-Arms.

Fee for Charter

Section 3—The fee for charter, including the seal and necessary record books, shall be $15.00. For all dues books there will be a charge of $0.15 each. The initiation fee of $5.00 and the monthly per capita tax of thirty-five (35) cents for each member and the foregoing charges shall accompany the application.

Local Union Charter

Section 4—The form of charter for Local Unions shall be as follows:

To whom it may concern, greetings:

Whereas, an application has been received from President, Vice-President, Recording and Corresponding Secretary, Financial Secretary-Treasurer, Sergeant-at-Arms, for a Local Union Charter of the International Hod Carriers', Building and Common Laborers' Union of America, hereinafter referred to as the International Union, to be located at .....

Now therefore, acting under and in pursuance of the authority vested in us by the Constitution and laws of the International Union, we issue this charter to the applicants and to their legally elected successors to institute and constitute a Local Union to be known as ....., to be located at ....., to bear the date of ..... with the following territorial jurisdiction ..... and with the following craft jurisdiction .....

The International Union retains and reserves the right to revise, restrict or enlarge the territorial and craft juris-

diction hereinbefore set forth; and by virtue of this charter the Local Union is hereby authorized and empowered to initiate into the Local Union any persons duly proposed and approved by the Local Union and who according to the Constitution of the International are eligible to membership and to do and perform such other acts as are prescribed in the Constitution, laws and rules of the International Union. Provided always that the said Local Union conforms to the Constitution, laws, and rules of the International Union and that said Local Union does not remove from its granted territorial jurisdiction without the consent of the International Union.

The International Union retains and reserves the right to suspend or revoke this charter in accordance with the Constitution, Laws and Rules of the International Union, and in the event that the said Local Union is dissolved or its charter revoked or forfeited, then all its property, books, and papers shall become the property of the International Union.

In witness whereof we have subscribed our names and affixed the seal of the International Hod Carriers', Building and Common Laborers' Union of America on this ..... day of .....19..

International Hod Carriers',
Building and Common Laborers' Union of America.

(Seal)

.....
General President.

.....
General Secretary-Treasurer.

Issuance of Charter Where One Exists

Section 5—The General Executive Board may, after notice to an already existing Local Union, grant a charter covering in part or in whole the territorial or craft jurisdiction of an already existing Local Union.

ARTICLE 12

Local Unions

Section 1—Every Local Union charter is granted only in accordance with and subject to the International Union Constitution, and every provision now a part hereof or hereafter duly adopted is and shall be binding on Local Unions and the members thereof as if they had been specifically made part of the charter creating and establishing the Local Union. Every Local Union shall adopt, and shall be considered to have adopted, the standard Local Union Constitution appended to this International Union Constitution; provided, however, that the General President may approve specific amendments thereto which in no way shall conflict with the International Union Constitution.

Obligations of Local Unions

Section 2—Every Local Union is charged with the duty of fostering harmony and goodwill among the members, the International Union, and its Subordinate Bodies; and obedience to and respect for the laws of the Local Union, the District Council, if any exists, and the International Union; and for the officers of these bodies. And any Local Union which violates this obligation or which endeavors to create dissension among Local Unions or other Sub-

ordinate Bodies or which attempts to cause secession by the Local Union or other Subordinate Body from the International Union or which passes a vote or resolution advocating or seeking the division of funds, or otherwise tends to be injurious to the best interests of the Local Union, or the International Union, or connives at or affiliates with or joins an entity not created by or specifically approved by the International Union, may be fined, suspended, or both; or its charter may be revoked.

Section 3—No Local Union shall resort to Court, whether in law or equity, in any matter arising out of its charter or its membership in the International Union unless it first exhausts all the remedies within the International Union.

Section 4—Any Local Union which violates the foregoing section shall be liable by assessment or fine for the fair cost to the respondent in the litigation if it terminates favorably to such respondent, and the charter of said Local Union may be suspended or revoked.

Section 5—Each Local Union shall pay to the International Union a per capita tax of thirty-five (35) cents per month, payable for the current month on each member in the Local Union for any part of the month, and an initiation fee of five (5) dollars for each member initiated and two dollars and fifty cents ($2.50) for each member readmitted.

The Financial Secretary of each Local Union shall report regularly each month the details of all members initiated, readmitted, transferred, suspended, expelled, or deceased.

Upon a complaint, hearing and finding

by the General Executive Board that a Local Union has falsified its reports to the International Office, or that it has neglected to report regularly each month any of the above items, it may be assessed the cost of auditing, the amount withheld; and it may be suspended from the International Union and its members thereby debarred from all benefits.

Section 6—The per capita tax is payable to the International Union as of the first day of the month in advance. Initiation fees and readmission fees are payable to the International Union when the member is admitted. The per capita tax on all advance payments made by a member to his Local Union are payable to the International Union on the month they are so paid.

Section 7—The obligation to pay the initiation fee, readmission fee, monthly per capita tax, and other assessments to the International Union due on the members in the Local Union is on the Local Union and not on the individuals, and the Local Union must pay them to the International Union. The payment to the International Union shall have priority over other indebtedness of the Local Union, and no Local Union shall pay any other bill while it is in debt to the International.

Suspension of Local Unions

Section 8—If a Local Union fails, neglects or refuses to pay to the International Union the per capita tax, initiation, readmission fees, or other lawful assessments within the time prescribed herein, it shall thereby become suspended and every member thereof shall ipso facto become suspended from the International Union.

Any member who becomes suspended because his Local Union has become suspended, as aforesaid, may within one year therefrom be readmitted through the same or another Local Union upon the payment of the readmission fee as hereinafter provided.

If the Local Union has been suspended for reasons other than non-payment of indebtedness to the International Union, the members thereof may be readmitted through the same or other Local Union upon such conditions as may be imposed by the General Executive Board.

Reinstatement of Local Unions

Section 9—Local Unions which have become suspended for non-payment of indebtedness to the International Union and which remain suspended for less than one (1) year may become reinstated upon payment of a fee of two and one-half ($2.50) dollars and the current per capita tax for each member who was a member of the Local Union when it became suspended and is a member of the Local Union when it is reinstated.

But if a Local Union has become suspended for more than one year, then it must make application for and be chartered as though it never had had a charter.

Any Local Union suspended for reasons other than financial ones may be reinstated by the General Executive Board upon such terms as it may impose.

Section 10—Local Unions shall not charge less than five dollars ($5.00) nor directly or indirectly more than fifty dollars ($50.00) as initiation fee.

Section 11—The charge to be made by

Local Unions for readmission of members who are suspended for non-payment of dues, assessments, or fines to the Local Union shall be the aggregate amount which the member would have had to pay if he had remained in good standing in addition to the following: one-sixth (1/6) of the initiation fee if he applies for readmission within three (3) months from the date of suspension; one-fourth (¼) of the initiation fee if after three (3) months and before six (6) months from that date; and one-half (½) of the initiation fee if after six (6) months and before twelve (12) months from said date.

Section 12—Where no District Council exists, the monthly dues shall be regulated by the Local Union and shall not be less than what is required to meet the reasonable expenses of the Local Union.

Section 13—Local Unions shall affiliate and elect delegates to legally recognized central bodies, building and construction trades councils, and State Federations of the A. F. of L.

Section 14—There shall be a uniform system of keeping books and records and uniform supplies for the operation of Local Unions; and Local Unions must secure from the General Secretary-Treasurer, upon the order blank furnished to them, all books, receipt books, due books, as well as paraphernalia and supplies, and said order blank shall be accompanied with payment for the same. The system of collecting, recording and disbursement of monies shall be such as is furnished and approved by the International Union.

Section 15—If a Local Union withdraws, lapses, or becomes dissolved or is ex-

pelled from the International Union or its charter is revoked, all its property, funds, books, papers, and paraphernalia shall immediately revert to and become the property of the International Union, and the General President may forthwith either personally or by deputy take possession thereof for the International Union.

The officers and members of said Local Union shall be severally and jointly responsible for such property, funds, books, papers, and paraphernalia until the same are turned over to the General President or his authorized representative.

The General President is authorized to institute suits against officers or members of Local Unions which fail, neglect, or refuse to turn over the aforementioned property.

This section shall apply to other Subordinate Bodies chartered by the International Union.

ARTICLE 13

Formation of District Councils

Section 1—The General Executive Board is authorized to form District Councils in such areas as in its judgment the best interests of the International Union and the members thereof demand. But whenever one is formed all the Local Unions within the jurisdiction of such Council are required to affiliate therewith, and refusal or failure to do so may subject its charter to suspension or revocation and the officers thereof to such punishment as the General Executive Board after charges and hearings deems meet and proper.

Section 2—The General Secretary-Treasurer shall, at the direction of the General

Executive Board, and upon the receipt of fifteen (15) dollars, issue a charter and furnish the District Council with a seal and other necessary initial supplies.

Section 3—The District Council shall be composed of the duly elected delegates from and representing the various Local Unions affiliated with the District Council; such delegates to be elected in accordance with its Constitution.

Section 4—The initiation fees, monthly dues, and assessments for members of all Local Unions within the jurisdiction of a District Council shall be regulated and established by the District Council; but in accord and not in conflict with the provisions of this Constitution.

Section 5—The Charter to the District Council is issued upon the condition that at its first meeting the District Council will adopt the standard form Constitution and By-Laws for District Councils or such other Constitution as is approved by the General President and not inconsistent with or in conflict with the International Union Constitution. The acceptance of the charter assumes that such Constitution has been adopted.

Section 6—The officers of the District Council shall be a President, a Vice-President, a Secretary-Treasurer, a Sergeant-at-Arms, three (3) Trustees, and an Executive Board.

Section 7—The District Council shall have jurisdiction, supervision, and control over all matters relating to agreements with employers for work within its territorial jurisdiction but not over National, Regional, or Area agreements (which are within the jurisdiction of the General Pres-

ident and General Secretary-Treasurer) and of all things incidental to such agreements, i. e., wages, hours, and working conditions.

It shall have power to regulate, consistent with the International Constitution, the admission and readmission of members, establish initiation and readmission fees, and dues payable by members to their respective Local Unions. It shall have the power to discipline its affiliated Local Unions for violation of matters within the jurisdiction of the District Council and the individual members thereof for violation of working agreements and rules.

Section 8—The District Council through its Secretary shall pay to the International Union a monthly tax of fifty (50) cents for each Local Union affiliated with it and shall make a monthly report to the General Secretary-Treasurer showing the Local Unions affiliated with it and submit with it a certified verbatim copy of the minutes of the last prior meeting of the District Council.

Section 9—Any District Council failing to do any of the things set forth in Section 8 before the tenth day of the second month shall be notified by the General Secretary-Treasurer of such failure and if such failure continues beyond the twenty-fifth day of that month the District Council shall ipso facto be suspended.

Section 10—Suspension of Local Unions from this International Union automatically suspends them from the District Council.

Section 11—The expenses of the District Council shall be provided through an initiation and readmission fee and a per capita tax levied on the Local Unions affiliated with it, based upon the number of members

in good standing in the respective Local Unions. Before putting said levies into effect, they must be approved by the General President.

Section 12—The District Council shall at all times observe and enforce obedience to the Constitution of the International Union to lawful mandates of International officers and representatives and to existing working agreements within its territorial jurisdiction.

ARTICLE 14

Conciliation and Arbitration

Every District Council and every Local Union not within the jurisdiction of a District Council as prescribed herein, shall create and appoint a Board of Conciliation and Arbitration for the purpose of bringing about amicable settlements of disputes with employers with the view of avoiding stoppage of work, strikes, and lock-outs.

ARTICLE 15

Obligations of Members

Section 1—Every member shall pay the monthly dues and other lawful assessments, to his Local Union in the manner and at the time set forth herein; otherwise he shall be considered in arrears and not in good standing.

Section 2—Every member is charged with the duty of fostering harmony and good will among the members and the International Union and its Subordinate Bodies; and obedience to, and respect for, the laws of his Local Union, those of other Subordinate Bodies, and those of the International Union. And any member who violates this obligation by wilfully slandering

any officer or member of his Local Union or those of other Subordinate Bodies, or those of the International Union; or who endeavors to create dissension among the members, or who attempts to bring about secession by a Local Union from the International Union, or advocates the division of funds of his Local Union or otherwise commits or advises or inspires the commission of an act or a series of acts which tend to be injurious to the best interests of his Local Union, a Subordinate Body, or the International Union, may be fined or suspended, or both, or expelled.

Section 3—Every member shall exhaust all the remedies available to him within the International Union and its Subordinate Bodies before resorting to any court in law or equity.

Any member who resorts to any court, whether in law or equity, in a matter arising out of his membership in the International Union before he exhausts all the remedies available to him by the Constitution of his Local Union, of the International Union and of the District Council if his Local Union is affiliated with one, may be assessed and fined the amount which the respondent was caused to expend, or may be suspended, if such litigation has terminated favorably to the respondent.

ARTICLE 16

Rights, Privileges, and Benefits of Members

Section 1—The members in good standing with the International Union and with a Local Union which is in good standing with the International Union are thereby entitled to all the rights and privileges of membership.

Section 2—No member in good standing shall be deprived of his membership or of any right, privilege or benefit derived therefrom except upon a written complaint, notice and hearing.

Section 3—Constitutions of Local Unions and other Subordinate Bodies shall provide for fair and impartial trials of charges or complaints against members.

Any member who is aggrieved by a finding, ruling or order may appeal therefrom to the General Executive Board and from it to the Convention.

Section 4—If a member becomes suspended by reason of his own conduct he can only be readmitted through the Local Union of which he was a member when suspended. If he becomes suspended because his Local Union has become suspended and not through any fault of his own, and his Local Union is still suspended, he may be readmitted through another Local Union.

Section 5—One who becomes suspended through his own fault, and is readmitted, or one who is readmitted through a Local Union not his own as aforesaid shall not have the right to vote for ninety (90) days, and shall not be eligible to be a candidate for or hold any office or represent the Local Union as a delegate, business representative or in any other capacity until he has been in continuous good standing therein for at least twelve (12) months.

Section 6—A member who has paid his dues for the current month and is not indebted to his Local Union at the time he requests a transfer card shall be entitled to receive one from his Local Union without charge. It shall bear the signature of the President, Financial Secretary, and the

seal of the Local Union and must show the date of issuance.

Section 7—Every Local Union shall, except as otherwise herein provided, accept the transfer card of a member in good standing of any other Local Union of this International Union, without additional charge, fee, or assessment. Such transfer card shall be accepted by such Local Union provided: (1) That it is presented to that Local Union within one month of its issuance, or, (2) if he is actually working within the jurisdiction of said other Local Union, that he deposits his card with it not only within one month of its issuance but also either at the first meeting of the other Local Union after he has begun to work within its jurisdiction, or to the representative of that Local Union on the job on which the transferee is employed. Such Representative shall immediately turn over the card to the Financial Secretary of the Local Union.

Section 8—A transferee shall pay the monthly dues and lawful assessment in the Local Union to which he has transferred, from the time he has begun to work within the territorial jurisdiction of the Local Union to which he transfers.

Section 9—If a transferee has been a member of the International Union continuously for at least two (2) years prior thereto, he shall not be required to pay any initiation fee or admission charge by the Local Union to which he transfers. But, if he has not been a member for the said period and the initiation fee in the accepting Local Union is more than the existing initiation fee in his own Local Union,

he shall pay the accepting Local Union the difference in the initiation fees.

Section 10—A member who has applied for and received a transfer card from his Local Union and fails to deposit it with another Local Union as aforesaid within one month from the date of its issuance must return it to his own Local Union within the next month or he will thereby forfeit membership in his Local Union, and thereby in the International Union, and can only regain it by being readmitted or initiated in accordance with the provisions of this International Union.

Section 11—A member shall, upon transferring as aforesaid, become a member of the Local Union to which he has transferred and entitled to all the rights and privileges of members except that he shall not have the right to vote until he has been a member thereof for three months and shall not be eligible to be a candidate for or hold any office or represent the Local Union as a delegate, business representative or other capacity until he has been in continuous good standing therein for at least twelve (12) months.

Death Benefits

Section 12—Upon the death of a member who at the time of his death was and has been in continuous good standing with the International Union for one (1) year and who when last admitted to membership therein was in good health and over fifty (50) and less than sixty (60) years of age, the International Union will pay to those legally entitled thereto the sum of fifty (50) dollars; and for such member who has been in continuous good standing for two

years or more the sum of one hundred (100) dollars; and for such a member who was under fifty years of age when last admitted to membership and who at the time of his death had been in continuous good standing for not less than one (1) year, the International Union will pay one hundred (100) dollars; and for such a member who was and had been in continuous good standing for two (2) years or more the sum of two hundred (200) dollars. All upon the requirements herein provided and out of the Death Benefit Fund.

Section 13—The burden is upon those claiming the death benefit to furnish, through the Local Union, to the General Secretary-Treasurer sufficient proof of the death and standing of the deceased member by a certified copy of the official record of death and his dues book. In cases of doubt, the General Secretary-Treasurer may require a sworn statement from the president and financial secretary of the Local Union to which the deceased belonged when he died, and the claimants.

Section 14—Upon the death of a member, entitled to benefits, having no one to care for his burial, the President and Financial Secretary of his Local Union shall arrange for funeral and interment, and the International shall pay the expenses up to and not exceeding the amount of benefit as provided in Section 12 hereof.

Section 15—If no proper claim for benefit is made within one (1) year of the death of a member, no death benefit shall be payable. If a proper claim for payment of a death benefit is made and the claim is rejected by the International Union, the claim shall be barred unless suit is brought

therefor and commenced within one year from the official rejection thereof by the International Union.

Section 16—No member is in good standing with the International Union if he is in arrears with the payment of his dues or other lawful assessment to his Local Union for more than two months; and no member, even though in good standing with the Local Union, is in good standing with the International Union unless the per capita tax or other lawful assessment is paid to the International Union for such member within two months and twenty-five (25) days from the day on which it is due.

Section 17—A member of any Local Union desiring to know if he is in good standing in the International Union may make inquiry to the General Secretary-Treasurer.

ARTICLE 17

Miscellaneous Provisions

Section 1—General, Death Benefit and Special Funds:

There shall be maintained a General Fund, a Death Benefit Fund, and such other special funds as may be duly established in accordance with the International Union Constitution. These funds and their assets shall be kept separate and distinct from each other.

Section 2—Each fund shall be liable only for its own particular obligations.

Expenses of General Office

Section 3—All expenses of the International Officers, organizers, representatives and employes of the General Office, including the general running expenses of the

International Union incident to the conduct of the business affairs of the General Office and all other expenses not otherwise provided for shall be paid from the General Fund.

The General Executive Board shall charge the death benefit fund its fair share of the general expenses of the International Union, having regard to the facilities furnished for the operation of the said fund, and the Board shall determine how much the said share shall be.

Audit

Section 4—The books of the General Secretary-Treasurer shall be audited annually at the end of the fiscal year by a Certified Public Accountant and a report of his findings shall be furnished to the members of the General Executive Board, and to each Local Union and District Council in good standing.

Section 5—The Quarterly Financial Report shall be published by the General Secretary-Treasurer under the supervision of the General President, and a copy shall be sent to the members of the General Executive Board, each Local Union and other Subordinate Bodies in good standing.

Unlawful to Solicit Advertising

Section 6—It shall be unlawful for any Local Union or other Subordinate Body or member to sell or grant permission to any person to solicit advertising, or to issue souvenirs or booklets of any kind with advertising matter contained therein.

Section 7—No Local Union, other Subordinate Body, member or group of members shall publish any newspaper, bulletin,

journal or other publication to be distributed or circulated to its members, the members of the International Union or others without first obtaining permission from the General Executive Board.

When New Laws Take Effect

Section 8—Every amendment to this Constitution by a Convention, unless otherwise provided, shall go into effect immediately upon its adoption. Those adopted by referendum shall be considered to have been adopted on the day following the last day that the Local Union may mail the result of the vote to the International Union office and shall go into effect three (3) months thereafter.

Section 9—In construing this Constitution it must be borne in mind that it is not intended that it contain a detailed system of practical rules for the regulation of its government or of its members; but that it is rather intended to declare a few broad, general and fundamental principles for general guidance.

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CONSTITUTION

of

Local Unions

of the

International Hod Carriers'

Building and Common

Laborers' Union of America

As revised by the General Executive Board pursuant to the Directions of the Eighth Convention of the International Hod Carriers', Building and Common Laborers' Union of America held at St. Louis, Mo., September 15-19, 1941.

PREAMBLE

We hold that all men are created free and equal and that self-preservation is the first law of nature and that honor and merit make the man.

We aim to gather under one grand banner all who toil within our craft and calling; we aim for improvement in wages and working conditions.

ARTICLE 1

Creation and Affiliation

This Local is created by charter from the International Hod Carriers', Building and Common Laborers' Union of America and shall be known by such title and number as is assigned to it by the International Union. It is subject to the constitution, rules, regulations and practices of the International Hod Carriers', Building and Common Laborers' Union of America and except in cases of merger or amalgamation within the International Union cannot voluntarily surrender its charter or terminate its existence as long as there are ten (10) members in good standing objecting thereto.

ARTICLE 2

Jurisdiction

The jurisdiction of this Local is that which is assigned to it by the International Union.

ARTICLE 3

Membership

Section 1. Any person actually working at a calling over which this International

Union has jurisdiction shall be eligible to membership in a Local Union if he is of good moral character and is either a citizen or at least has declared his intention of becoming a citizen of the country where such person applies for membership.

No person who has been expelled shall be admitted or restored to membership without first obtaining permission from the General Executive Board.

Section 2. Every person after being elected to membership shall be initiated in accordance with the ritual of the International Union.

Section 3. No person shall be clothed with or acquire or retain the right of membership unless payment of his initiation fee, readmission fee, and per capita tax is received by the International Union when due.

ARTICLE 4

Meetings

Section 1. This Local shall hold at least one regular meeting each month on such days, time and place as established by vote of the Local.

Section 2. Ten (10) members in good standing setting forth the cause therefor may petition the Executive Board of the Local for a special meeting and if approved by the Executive Board the President shall issue a call for said meeting. The Executive Board may request the President to call special meeting giving cause therefor.

Section 3. Fifteen (15) members in good standing shall constitute a quorum for the transaction of all business which may properly come before any regular or special meeting.

Section 4. No member shall attend a

meeting under the influence of liquor nor conduct himself while at the meeting in such a manner as to interfere with the proper and orderly conduct of the business of the Local. He must comply with and obey all requests or orders by the presiding officer pertaining to the conduct of the meeting and at no time use vulgar or profane language nor make any slanderous statements or accusations towards any member or officer of the Local or of the International Union.

Section 5. The presiding officer, upon whom is the duty of properly conducting the meeting, may discipline members who unwarrantably obstruct and interfere with the orderly conduct of the meeting.

Section 6. Unless otherwise provided, either by the laws, practices or by vote adopted by this Local, Cushing's Manual on Parliamentary Laws shall be the guide and authority for the method of conducting the affairs of the Local at its meetings.

Section 7. This Local is non-political and non-sectarian. No discussion or endorsement of partisan politics or sectarianism shall be permitted.

Revised October 27, 1942.

Section 8. Order of Business. The order of business to be followed at regular meetings shall be the following:

1. Taking pass word and examining cards.
2. Roll call of officers.
3. Reading of minutes of previous meeting.
4. Initiation of new members.
5. Communications and bills.
6. Report of Executive Board.
7. Report of Business Representative and stewards.

8. Report of Delegates to District Council and other Central Bodies.
9. Reports of committees.
10. Unfinished business.
11. New business.
12. Report of Financial Officers.
13. Good and welfare.
14. Adjournment.

ARTICLE 5

Officers

Section 1. The officers of this Local shall consist of a President, Vice-President, Recording and Corresponding Secretary, Financial Secretary, Treasurer, Sergeant-at-Arms, and three Auditors or Trustees, and an Executive Board. (*The office of Financial Secretary and the office of Treasurer may, at the option of the Local, be combined into one office, in which event, it shall be known as the office of Secretary-Treasurer. If so combined then the duties of the Financial Secretary and the duties of the Treasurer, as hereinafter defined, shall be the duties of the Secretary-Treasurer.*)

Section 2. It shall be the duty of the President of this Local to preside at all its meetings, to maintain order, appoint committees, not otherwise provided for by the constitution, sign all orders for payment of monies and to sign all official documents; he shall call special meetings whenever requested so to do by the Executive Board of this Local.

Section 3. The Vice-President shall, in the absence of the President at any regular or special meeting, perform the duties of the President for said meeting.

Section 4. The Recording and Corresponding Secretary shall keep a true record

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of the minutes and votes of the meetings. He shall have custody of the record books, correspondence and seal. At every regular meeting he shall record and make note of the monies received and deposited in the bank by the Treasurer since the prior regular meeting. When his successor in office has qualified, he shall turn over to him all books, papers, seal and other property which came into his possession. In the absence of both the President and Vice-President he shall call the meeting to order and the Local shall name a temporary Chairman.

Section 5. It shall be the duty of the Financial Secretary to receive and give receipt for all monies payable to this Local, and turn the same over to the Treasurer at the end of each week or at each meeting, obtaining and retaining therefor a receipt from the Treasurer. He shall at each regular meeting render a detailed written report showing all monies received by him and from what sources, together with a list of the members in good standing, in arrears, suspended and expelled.

He shall each month, or oftener, report to the General Secretary-Treasurer all names of members in good standing and those suspended, expelled or deceased, giving date and cause of death, and date and cause of said suspension or expulsion, and a list of the members admitted or readmitted since the prior regular meeting, giving their names in full, addresses, date of birth, state of health and date of their said admission. Each month, or oftener, he shall render a statement to the President, Recording Secretary and Treasurer of the Local of all the monies due the International Union for per capita tax, initiation or

re-admission fees and see to it that payment therefor is made forthwith.

He shall give a bond for the faithful performance of his duties in such sum as fixed by the Local, the premium of which shall be paid by the Local.

Section 6. The Treasurer shall have charge of the funds and all property of the Local. He shall give to the Financial Secretary a detailed receipt for all monies turned over to him by the Financial Secretary. He shall deposit all monies with a banking institution approved by the Local. He shall pay all bills by check which shall be countersigned by the President.

He shall at the regular meeting at least once each month render a detailed written report showing the financial transactions and standing of the Local. He shall present his books for inspection and auditing to the President, Auditors or Trustees, or anyone specifically authorized by the Local.

He shall give a bond for the faithful performance of his duties in such sum as fixed by the Local, the premium of which shall be paid by the Local.

Section 7. The Sergeant-at-Arms shall at the meetings determine that all persons are members entitled to be present, escort newly elected members to the President to take the oath of allegiance and to execute orders given by the President for the maintenance of order and decorum at the meetings.

Section 8. The Auditors or Trustees shall at the end of each quarter audit the books of the Financial Secretary and Treasurer and check the entries with bank deposits, statements and other available data or memoranda. They shall render a detailed report quarterly to the Local showing the

financial transactions and condition of the Local for the preceding quarter.

The Local may order its books audited by a Certified Public Accountant and in this event all officers, business representatives, agents or employees in charge of books of the Local, shall turn them over to such accountant for the purpose of the audit.

Section 9. The Executive Board of this Local shall consist of the President, Vice-President, Recording and Corresponding Secretary, the Financial Secretary, the Treasurer and two (2) other members, not officers, elected at the usual election and in the same manner as the officers of the Local. (*In the event that the office of Financial Secretary and the office of Treasurer have been combined into the one office of Secretary-Treasurer, then there shall be elected three* (3) *other members to the Executive Board who are not officers.*) A majority of its members shall constitute a quorum.

It shall have power to take any action that the Local Union can take, and which because of emergency cannot be delayed until the next regular meeting. It should have at least one meeting before each regular meeting of the Local to consider and recommend such action which in its judgment will be beneficial to the Local.

Section 10. Any officer, Business Representative or Delegate who is absent for two (2) consecutive meetings, unless his absence is affirmatively excused by the Local, shall thereby cause his office or position to be declared vacant.

Section 11. All provisions relating to the qualifications, elections and performance of duties of officers are applicable to delegates to District Council, Building Trades Council and Central Bodies.

ARTICLE 6

Business Representative

The Business Representative shall be the recognized representative of the Local Union to the employers and the public generally. He shall keep informed of all work within the jurisdiction of the Local and report the same to the Local. He shall appoint and supervise stewards and shall generally be charged with the duty of having working conditions observed by the employer as well as the members of the Local. He shall at least once a week turn over to the Financial Secretary all monies collected by him, with a detailed statement thereof and obtain a receipt therefor.

Although he is not to be considered an officer, nevertheless all provisions relating to the qualifications and performance of duties of officers are applicable to him. He shall be either elected or he may at the option of the Local be appointed by the Executive Board. If to be elected, then all provisions relative to election of officers shall be applicable to him.

He shall give a bond for the faithful performance of his duties in such sum as fixed by the Local, the premium of which shall be paid by the Local.

ARTICLE 7

Compensation

The officers, business representatives and other members rendering service to the Local shall receive as compensation therefor such sum as is established by the Local prior to their election or appointment; but the Local may, during the term for which the salaried officers or business representatives have been elected or appointed, reduce

their compensation if the revenue of the Local is insufficient to meet its necessary expenses and salaries.

ARTICLE 8

Payments and Disbursements

Section 1. The President and Treasurer shall when due pay out of the funds of the Local all monies due to the International Union and to Central Labor Bodies and District Council and such compensation to officers or members as has been theretofore fixed by the Local in accordance with the By-Laws and practices of said Local.

They shall also pay after proper approval by the Local Union, all the regular bills and expenses of the Local.

Section 2. The revenue derived from initiation fees, dues, re-admission fees, fines, assessments and income other than that provided in Article XII shall constitute the general fund of this Local. This fund can only be used to defray the proper expense of the Local.

ARTICLE 9

Qualifications of Officers

Section 1. No member shall be eligible to hold any office in the Local unless and until he has been in continuous good standing in the International Union for a period of two (2) years and in continuous good standing in the Local Union of which he is a member for a period of one (1) year.

Section 2. No member shall be eligible to hold any office in the Local unless he is a citizen of the United States of America or a citizen of the country where the Local is located.

Section 3. No person shall be eligible to hold any office in the Local unless he is literate and otherwise competent.

Section 4. No member shall be eligible to hold any office in this Local if at the time of his nomination therefor he is employed, or for some time prior thereto, had been regularly employed in a gainful occupation not within our craft.

Section 5. All members elected to hold any office shall be elected for a term of not less than one (1) year and not more than five (5) years at the option of the Local; said term must be determined, however, at the time of nomination.

ARTICLE 10

Nomination and Election of Officers

Section 1. All nominations of officers shall be made at the last regular meeting held in the month of May, and elections shall be held at the first regular meeting in the month of June. All members nominated shall be present at the time of nomination unless absent from the meeting on business for the Local or for the International Union or excused by a vote of the Local Union. At the meeting when nominations are made the Local shall set the opening and closing hour and place for the election.

Section 2. Elections shall be held not less than two (2) weeks, nor more than one month after the date of nomination and by and in a secret manner commonly known as the Australian System.

Section 3. On the day that nominations are held, the Local shall elect or appoint three (3) judges, none of whom shall be a candidate for any office. It shall be the

duty of this committee to determine whether those nominated, except candidates for re-election, are eligible to the office for which they have been nominated; if the committee finds any of them disqualified it shall immediately report the same to the Local at the same meeting, and the Local may then place in nomination other person or persons for such office as the nominee has been disqualified.

It shall be the duty of the election committee to prepare the ballot, placing the names therein in the order in which they were nominated for their respective offices. The ballots so prepared shall be turned over by it to the Financial Secretary, who shall on election day under the supervision of the election committee deliver one ballot to every member in good standing for him to cast his vote. The Secretary shall stamp or mark the due book of each member as he gives him a ballot to show that he has voted. The conduct of the election and the counting of ballots shall be under the supervision of the election committee, except that candidates for salaried offices may each designate one member in good standing to act as a watcher while the voting is going on and while the votes are being counted.

Section 4. Where there are only two candidates for an office, a majority of the votes cast for that particular office shall be necessary to elect; but where there are more than two candidates for a particular office the member receiving the largest vote cast for that particular office shall be elected. In case of a tie vote, the election for that particular office shall be the first order of business at the next regular meeting of the Local between the tie candidates,

which shall be conducted in the same manner as hereinbefore set forth.

Section 5. The newly elected officers shall be installed by the presiding officer at the first regular meeting after the election in accordance with the ritual of the International Union. If any are absent they shall be installed at the next regular meeting, and if absent on the third successive meeting the office shall be declared vacant and an election shall be held at the next regular meeting to fill the vacancy.

Section 6. In the event that a vacancy occurs in any office by resignation, death, impeachment or otherwise, the Executive Board shall fill the vacancy by one who has all the necessary qualifications if the unexpired term does not exceed six (6) months; if it does exceed six (6) months, then the vacancy shall be filled by an election by the Local at the next regular meeting.

ARTICLE 11

Initiation Fees, Re-Admission Fees, Dues and Assessments

Section 1. The initiation fees, re-admission fees, dues and assessments for members of all Locals within the jurisdiction of a District Council shall be regulated and established by the District Council, but the initiation fees shall be no less than five ($5) dollars and no more than fifty ($50) dollars, dues no less than one ($1) dollar and re-admission fees no less than set forth in Article XI, Section 6.

Section 2. The initiation fees for Locals where no District Council exists shall be not less than five ($5) dollars nor more than fifty ($50) dollars. The Local may in case of great emergency levy assessments

which shall be payable within thirty (30) days from the date of levy.

Section 3. The monthly dues where no District Council exists shall not be less than one ($1) dollar per month and if this sum is insufficient to properly operate the Local then such additional sum as is required to properly maintain the Local.

Section 4. The monthly dues are due on the first day of the month and unless paid on or before the last day of the following month the members shall be considered to be in arrears and suspended without notice.

Section 5. A Local may regulate the payment of dues in quarterly payments, but if the dues are not paid within sixty (60) days from the first day of the quarter, then the member is in arrears.

Section 6. Persons who are suspended for non-payment of dues, assessments or fines may be re-admitted as new members, upon the payment of the aggregate amount which they would have had to pay if they had remained in good standing in addition to the following:

One-sixth of initiation fee if re-admitted within three (3) months from the date that the dues, assessment or fine was payable.

One-quarter of initiation fee if after three (3) months and before six (6) months from said date.

One-half of initiation fee if after six (6) months and before twelve (12) months from said date.

Section 7. Persons in arrears have no right to attend meetings nor any other rights except the right to be re-admitted in accordance with the above section. Re-

admitted members shall be considered new members from the date of their re-admission.

ARTICLE 12

Benefits and Privileges

Section 1. A death benefit will be paid for members who were in good standing at the time of their death, in accordance with Article 16, Sections 12, 13, 14, 15 and 16 of the Constitution of the International Union.

Section 2. The Local Union may establish a system of paying a Local Union death benefit or other type of benefit, provided however, that participation by the members of the Local in any such benefit plan is not compulsory upon a member but purely voluntary. Any such plan, if approved by the Local Union, must be submitted to the General President for his approval.

Section 3. If any such plan is adopted by the Local a set of rules for the operation of the plan shall be formulated and submitted to the General President for his approval. The said plan and rules shall provide that a separate and distinct fund will be created, into which fund all the monies received by the Local in payment for the fund will be deposited and from which all proper expenditures will be made.

Section 4. Members in good standing of a Local Union may transfer into another Local Union in good standing with the International in accordance with Article 16, Sections 6, 7, 8, 9, 10 and 11 of the Constitution of the International Union. In jurisdictions where a District Council exists, members shall not be required to transfer from one local to another.

Section 5. The Local, if not within the jurisdiction of an existing District Council,

may establish such working rules and hours as are for the benefit of the members and the organization. Agreements and working rules must be submitted to the General President for approval.

ARTICLE 13

Obligations of Members

Section 1. Every member is charged with the duty of fostering harmony and good will and obedience to, and respect for, the laws of this Local and those of the International Union; and for the officers of this Local and the officers, the organizers and representatives of the International Union. And any member who violates this obligation by wilfully slandering any officer or member of the Local or of the International Union, or who endeavors to create dissension among the members, or who attempts to cause secession by the Local from the International Union, or one who joins an organization or association antagonistic with the ideals of our International Union, or who circulates false reports and gross misrepresentations about the honesty of members or officers of this Local or of the International Union, or who advocates or seeks the division of funds of the Local Union or otherwise commits or inspires the commission of an act or a series of acts which are injurious to the best interests of the Local or the International Union may, if found guilty, be fined or suspended, or both, or expelled.

Section 2. In the event that the International President in pursuance of the authority imposed upon him by the International Constitution takes possession of the affairs of this Local due to misconduct,

or lack of harmony, it shall be the duty of the officers and members to turn over to him, or such person or persons deputized by him, all the books, records, papers, property and funds and to assist and cooperate with him in making proper and thorough investigation of the conditions existing in the Local, it being understood that while the affairs of the Local are in the hands of the International President all officers, representatives, agents and employees are relieved from their particular trust.

Section 3. Any member who resorts to any court, whether in law or equity, in any matter involving a question arising out of his membership in the International Hod Carriers', Building and Common Laborers' Union of America before he has exhausted all the remedies prescribed by the Constitution and By-Laws of the Local as well as the Constitution and By-Laws of the District Council and the Constitution and By-Laws and practices of the International Union may be assessed and fined the amount which such litigation caused to be expended by the Local, the District Council and the International, and may be suspended and, or, expelled.

ARTICLE 14

Grievances and Charges

Section 1. In jurisdictions where a District Council has been established and exists, charges against members, business representatives or officers of Local Unions or against members, business representatives or officers of the District Council for violation of matters coming within the jurisdiction of District Councils, such as violations

of working agreements and rules, etc., must be brought before the Executive Board of the District Council, which shall act and constitute the Trial Board. Charges by one member against another or by members against officers, except fines imposed by the presiding officer for misconduct at meetings of the Local, shall be brought before the Executive Board of the Local, which shall constitute the Trial Board.

Section 2. If any charges are brought before the District Council, as above-mentioned, they shall be filed with the Secretary of the District Council. If brought before the Executive Board of the Local, as above-mentioned, they shall be filed with the Recording Secretary of the Local.

Section 3. Any member who has good cause therefor may bring charges against any other member or officer of this Local. The charges must be in writing, and must clearly and specifically set forth the violation or wrong charged. The charge must be signed by a member in good standing. It must be filed in duplicate.

Section 4. The Secretary shall notify the members of the Trial Board that charges have been filed and are pending; the accused shall be given at least seven (7) days' written notice of the time and place of trial by mailing a copy of the charges to his last known address. The Board may, if in their judgment justice so requires, grant a reasonable delay to the accused.

Section 5. The Board shall hear witnesses and in its discretion may also receive evidence in the form of affidavit.

Section 6. When the Board has reached a decision it shall report its findings and sentence, if any, or acquittal in writing to

the next regular meeting of the Local. The decision and sentence shall not be binding if two-thirds of the members present and voting shall refuse to approve the finding of the Trial Board. The Secretary shall notify, in writing, both the accuser and accused of the decision.

Section 7. If either party, the accuser or the accused, is aggrieved by the finding of a Trial Board he may within thirty (30) days from the date that he is notified of the decision take an appeal therefrom to the Executive Board of the International Union by transmitting to the General Secretary of the International a copy of the charges, the finding and disposition of same by the Trial Board and such evidence as was submitted before the Trial Board, with a request to file additional evidence if the party desires to file evidence which had not been presented to the Trial Board.

Section 8. If an appeal is seasonably taken it shall have the effect of staying the sentence until the appeal has been decided by the International Executive Board, and no fine, suspension or expulsion shall be effective pending the appeal. But any officer who has been found guilty of laxity, negligence, incompetence or dishonesty in the performance of his duty shall be suspended from holding said office pending an appeal from the finding of the Trial Board. Pending an appeal the Secretary of the Local shall continue to accept the dues of the member.

Section 9. Where the Executive Board of the Local sits as a Trial Board, no member shall sit on a case in which he is directly interested or involved. In such case the President of the Local shall appoint a substitute or substitutes from the mem-

bers in good standing. If the President is disqualified, then the Vice-President shall appoint a substitute or substitutes, and if he is also disqualified, then the substitutes shall be appointed by the remaining Board members.

ARTICLE 15

Affiliation with Central Bodies

This Local shall affiliate with and elect Delegates to Central Bodies, Building Trades Councils, Metal Trades Councils and State Federations of Labor chartered by the American Federation of Labor and with District Councils of our International if any exist in the vicinity or in the jurisdiction of this Local.

ARTICLE 16

Amendments

No amendments can be made to this Constitution and By-Laws unless they are submitted in writing and read at two regular, consecutive meetings of the Local and voted upon at a special meeting called for that purpose; and if two-thirds of those present and voting vote favorably thereon, then such proposed amendment, addition, charge or alteration shall be submitted to the International President for his approval or disapproval. If he approves the same in writing, it shall become operative and effective from the date of such approval. If he disapproves thereof, then it shall be of no effect.

PARLIAMENTARY RULES

Rule 1. On motion, the regular order of business may be suspended by a two-thirds vote of the meeting, and at any time to dispose of any urgent business.

Rule 2. All resolutions and regulations must be submitted in writing.

Rule 3. Any conversation by whispering or otherwise, which is calculated to disturb a member while speaking, or hinder the transaction of business shall be deemed a violation of order.

Rule 4. Partisan politics or sectarian discussion shall not be permitted in the meetings under any circumstances.

Rule 5. All questions of a parliamentary nature not provided for in these rules shall be decided by Cushing's Manual.

MOTIONS

Rule 6. A motion, to be entertained by the presiding officer, must be seconded, and the mover as well as the seconder must rise and be recognized by the Chair.

Rule 7. Any member, having made a motion, can withdraw it by consent of his second; but a motion once debated cannot be withdrawn, except by a two-thirds vote.

Rule 8. A motion to amend an amendment shall be in order, but no motion to amend an amendment to an amendment shall be permitted.

Rule 9. Any member may call for a division of a question when the sense will admit thereof.

DEBATE

Rule 10. A motion shall not be subject to debate until it has been stated by the Chair.

Rule 11. When a member wishes the floor, he shall rise and respectfully address the Chair, and if recognized by the Chair, he shall be entitled to the floor.

Rule 12. If two or more members rise to debate at the same time, the Chair shall decide who is entitled to the floor.

Rule 13. Each member, when speaking, shall confine himself to the question under debate, and avoid all personal vituperation or sarcastic language.

Rule 14. No member shall interrupt another while speaking, except on a point of order, and he shall definitely state the point, and the Chair shall decide the same without debate.

Rule 15. If a member, while speaking, be called to order, he shall take his seat until the point of order is decided, when, if decided in order, he may proceed.

Rule 16. If a member shall feel himself personally aggrieved by the decision of the Chair, he may appeal to the Local Union from its decision.

Rule 17. When an appeal is made from the decision of the Chair, the Vice-President shall then act as Chairman; said appeal shall then be stated by the Chair to the meeting in these words: "Shall the decision of the Chair be sustained as the decision of the meeting?" The appealing member will then have the right to state the grounds for this appeal, and the Chair will give the reasons for his decisions, whereupon the Union will proceed to vote on the appeal without further debate, and it shall require a majority vote to sustain the appeal.

Rule 18. No member shall speak more than once on the subject until all members desiring the floor shall have spoken.

Rule 19. The presiding officer shall not debate on any subject unless he retires from the chair, except on point of order and appeals from the decision of the Chair, and in case of a tie, he shall have the deciding vote.

PRIVILEGED QUESTIONS

Rule 20. When a question is before the meeting, no motion shall be in order except: (1) to adjourn; (2) to lay on the table; (3) for the previous question; (4) to postpone for a given time; (5) to refer or recommit; (6) to amend, and these motions shall have precedence in the order herein arranged. The first three of these motions are not debatable.

Rule 21. When the previous question is moved and seconded, it shall be put in this form: "Shall the main question now be put?" If this is carried all further motions, amendments and debate shall be excluded and the main question put without delay.

Rule 22. If a motion to amend the original motion is made, the question on the amendment shall be put first. If more than one amendment has been offered, the question shall then be put as follows: (1) amendment to the amendment; (2) amendment; (3) original proposition.

Rule 23. When a question is postponed indefinitely it shall not come up again except by a two-thirds vote.

Rule 24. A motion to adjourn shall always be in order, except (1) when a member has the floor; (2) when members are voting; (3) when it has been decided to take the previous question.

TAKING THE VOTE

Rule 25. Before putting the question to vote the presiding officer shall ask: "Is the Union ready for the question?" Then it shall be open for debate. If no member rises to speak, the presiding officer shall then put the question in this form: "All in favor of the motion will give the voting

sign," and after the affirmative vote is expressed: "Those opposed, the same sign." After the vote is taken, he shall immediately announce the result.

Rule 26. When the presiding officer has commenced taking a vote, no further debate or remarks shall be allowed unless a mistake has been made, in which case the mistake shall be rectified, and the presiding officer shall again take the vote.

Rule 27. Before the presiding officer declares the vote on a question, any member may ask for a division of the house; then the Chair is in duty bound to comply with the request, and a standing vote shall then be taken, and the Secretary shall count the same.

Rule 28. Every member present shall vote on all questions before the Union unless personally interested or excused by the Union.

Rule 29. When there are motions calling for amount or time, the question shall be taken first upon the largest sum or number, or the longest or latest time.

Rule 30. When a motion has been decided, it can be reconsidered only at the same meeting or on the next regular meeting night.

Rule 31. A motion to reconsider must be made and seconded by two members who voted with the majority.

Rule 32. All questions, unless otherwise provided, shall be decided by a majority of all votes cast.

Rule 33. The Rules of Order of the International Union shall be used in all Local Unions as far as they can be made applicable, and all questions not herein provided for shall be decided upon the principles laid down in Cushing's Manual.

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CONSTITUTION

of

District Councils

of the

International Hod Carriers'

Building and Common

Laborers' Union of America

As revised by the General Executive Board pursuant to the Directions of the Eighth Convention of the International Hod Carriers', Building and Common Laborers' Union of America held at St. Louis, Mo., September, 1941.

PREAMBLE

The increased concern of the Government in labor and industry has created a new attitude in the relations of Government, labor and employer. Inventions and improvements in the past few decades have nullified space. Modern business methods have eliminated the local employer. The employer has readjusted his basic organization and coordinated his forces to safeguard his interest by quick and effective action.

Our aim has been, is, and must continue to be, oneness of purpose and action for the common good.

Therefore, in order to attain these ends and to create a more efficacious agency for collective bargaining and for the adjustment of disputes between our members and employers, and to create a better understanding of the aims of labor we must likewise coordinate our Local Unions and rearrange their relations to harmonize their ideals with effective action. Therefore, to attain our aims and ideals we unite all the Local Unions of the International Hod Carriers', Building and Common Laborers' Union of America in this area into a "District Council."

ARTICLE 1

Name and Jurisdiction

This District Council shall be known by such title as is assigned to it by the International Hod Carriers', Building and Common Laborers' Union of America.

ARTICLE 2

Object

The objects of this District Council shall be the establishment of a central representative body for the Local Unions within its jurisdiction:

(1) negotiate, bargain for and enter

into understandings and agreements with employers, and to police the observance by employes and employers of existing understandings and agreements, and to adjust disputes arising between the members and employers;

(2) mold a friendly public opinion;

(3) advocate legislation favorable to the worker; and

(4) foster harmony and unity of action between the member Locals for their common welfare.

ARTICLE 3

Membership and Representation

Section 1. This Council shall be composed of delegates properly qualified and regularly elected for the term of not less than one (1) year and not more than five (5) years from Local Unions in good standing with the International Hod Carriers', Building and Common Laborers' Union of America.

Section 2. The delegates must present their credentials with their addresses not later than the first meeting of the Council immediately following their election.

Section 3. In order to be a delegate one must:

(1) be a citizen of the United States;

(2) work at our calling or in the employ of this International Union or any of its subordinate bodies;

(3) know how to read and write and be otherwise competent;

(4) have been a member in continuous good standing in the Local of which he is a member for at least one (1) year next prior to his election, except in the case of Locals which have been chartered less than one (1) year.

Section 4. The representation of Locals affiliated with this Council shall be as follows: Two delegates for 500 members or less; three delegates for 501 to 1,000 members; four delegates for 1,001 to 2,000 members; five delegates for 2,001 to 4,000 members; six delegates for 4,001 to 8,000 members; seven delegates for 8,001 or more members.

ARTICLE 4

Powers

Section 1. This Council shall have executive, legislative and disciplinary power to:

(1) regulate the initiation fee and dues of members into its affiliated Local Unions;

(2) determine and levy a tax on all its affiliated Local Unions to defray the necessary expenses of the Council;

(3) make and police the observance of agreements with employers, and adjust disputes arising between employers and members;

(4) establish, promulgate and enforce trade rules;

(5) assist in molding public opinion favorable to labor and in advocating legislation favorable to our craft; and

(6) foster harmony and united action between the affiliated Locals.

Section 2. All agreements with employers or associations of employers shall be negotiated and made by an appropriate committee appointed or elected by the Council, subject to the approval of the Council and also subject to the approval, disapproval or modification by the General President; said agreements shall be binding on all members under the jurisdiction of the Council when approved by the General

President. All Locals affiliated with this Council shall submit any proposed agreement with employers to the Council for their action in accordance with the provisions of this section.

Section 3. The Council shall carry out and enforce the constitution and laws of the International Union and all mandates of the International Executive Board and the General President and General Secretary-Treasurer.

ARTICLE 5

Meetings and Order of Business

Section 1. The regular meetings shall be held at least quarter-annually or more often, as and when the Council shall from time to time determine.

Section 2. Special meetings may be called by the President, with the approval of the Executive Board at any time, or at the written request of any number of delegates from at least one-third of the Local Unions. The written request shall specifically state the purpose of the call.

Section 3. Any number of delegates representing at least the majority of the affiliated Local Unions shall constitute a quorum for regular and special meetings.

Section 4. The Secretary-Treasurer shall notify by mail all delegates of meetings. Notices of special meetings shall set forth the order of business.

Section 5. The Order of Business at regular meetings shall be as follows:

1. Call meeting to order.
2. Sergeant-at-Arms take charge of door.
3. Examining cards.
4. Roll Call of Officers.
5. Roll Call of Delegates.

6. Reading of new Credentials.
7. Reading of minutes of last regular and special meeting.
8. Communications and bills.
9. Report of Locals.
10. Report of special committees.
11. Report of Officers and Delegates.
12. Unfinished business.
13. New business.
14. Nomination and election of officers.
15. Good and welfare of the Council.
16. Receipts and expenses.

ARTICLE 6

Officers.

Section 1. The officers of this Council shall consist of a President, Vice-President, Secretary-Treasurer, Sergeant-at-Arms, three Trustees, an Executive Board consisting of the President and Secretary-Treasurer, who shall act ex-officio as chairman and secretary, respectively, and five members elected by the Council. No two officers or members of the Executive Board shall be from the same Local Union if there are at the time of election seven or more Local Unions in good standing with the Council, and if there are fewer than seven such Local Unions each Local Union shall have one of its delegates on the Board, and the remaining may be elected from the delegates of any Local or Locals.

Section 2. The Council may by a two-thirds vote provide for the election of a business representative; but no delegate who is the business representative of any Local Union can hold the position of business representative of the Council.

Section 3. All officers shall be elected for a term of not less than one (1) year and

not more than five (5) years by ballot. The elections shall take place at the first meeting in July. The compensation of salaried officers shall be fixed before their election; but the Council may during the term for which the salaried officers have been elected reduce their compensation if its revenue is insufficient to meet its necessary expenses and salaries.

Section 4. The necessary expenses and combined salaries of officers shall be within the fixed revenue of the Council at the time of fixing the salaries of officers.

ARTICLE 7

Qualifications for Office

Section 1. To qualify for office the candidate must be a delegate to the Council, and his Local must be in good financial standing in this Council and the International, and he must be in good standing with the International Union and his Local Union, and shall have been a member in continuous good standing in the International Union for a period of not less than two (2) years and in the Local Union of which he is a member, in continuous good standing for a period of not less than one (1) year next prior to his candidacy.

ARTICLE 8

Duties of Officers

President

Section 1. It shall be the duty of the President to preside at all meetings of this Council, preserve proper order and decorum therein, enforce a due observance of the Constitution and By-Laws, decide all questions of order without debate, and he shall

see that all officers perform their respective duties faithfully. He shall sign all official documents that have been passed by the Council and no other. He shall not take part in any debate, nor make or second any motion while occupying the Chair. He shall appoint all committees except as otherwise provided for, and in the absence or disqualification of any officer, appoint, with the approval of the Executive Board, some member to temporarily perform the duties of the office, and he shall not have the right to vote on any question, except in a case of a tie vote, when he shall cast the deciding vote.

Vice-President

Section 2. It shall be the duty of the Vice-President to occupy a seat beside the President during the meetings, and he shall assist the President to preserve order during the meetings, and conduct the meeting in the absence of the President as prescribed in Article 8, Section 1.

Secretary-Treasurer

Section 3. The duties of the Secretary-Treasurer shall be to keep a correct account of all the proceedings of this Council, and he shall enter in books prescribed by the International Union all receipts and disbursements of this Council at each meeting. He shall prepare an accurate roll of the delegates to this Council with their addresses, and shall call the same at each meeting and note the absentees. He shall also conduct all official correspondence, and all calls for special meetings, and have charge of the seal and affix the same to all official documents. He shall

draw up and sign all vouchers, which must be countersigned by the President and authorized by this Council, and no others. He shall receive all moneys paid into this Council and give receipts for the same. He shall deposit all moneys with a banking institution selected by the Council and shall make payments of all bills by check. He shall keep a correct account of the financial standing of the Local Unions affiliated with this Council, and when any Local Union falls in arrears he shall notify the Council of the same. He shall have charge of the quarterly working cards and issue same to the different Local Unions at such a price as this Council may, from time to time, determine. He shall safely guard all moneys of this Council, pay all orders drawn on him when properly signed by the President and none others. He shall keep a correct and detailed account of all moneys received and expended, and make his detailed report at the first meetings in January, April, July and October. He shall submit his books to the Trustees for inspection whenever called upon by them to do so. He shall give bonds as this Council may from time to time determine, and at the expiration of his term in office shall deliver to his successor all books, papers, working cards, moneys and all other properties belonging to this Council. He shall also submit to the International Union a verbatim copy of the minutes of the District Council meeting and copies of the quarterly financial audits and reports. He shall remit to the General Secretary-Treasurer of the International Union the monthly tax as prescribed in Article 13, Section 8, of the International Constitution.

Sergeant-at-Arms

Section 4. The Sergeant-at-Arms shall have charge of the door and admit only regularly elected delegates upon examining their cards, and when a member applies for admission, notify the Council, and upon being instructed admit the member and perform such other duties as called upon to perform by the President or other presiding officer.

Board of Trustees

Section 5. The Trustees shall have supervision of all funds and properties of this Council. They shall audit the books of the Secretary-Treasurer before the first days of April, July, October and January, and give their report at the following meeting, and keep such report on file for reference. They shall approve the bonds of the Secretary-Treasurer and see to it that the same is executed and perform such other duties as this Council orders them to do.

Executive Board

Section 6. The Executive Board shall have general supervision and direction of the affairs of the Council while the Council is not in session and carry out its orders. It shall also have authority to discipline its affiliated Locals and the individual members thereof, for violation of any matters within the jurisdiction of this Council. It shall hear and try all such complaints, grievances and violations, and shall then pass judgment on the record. The Executive Board shall report its findings to the Council with its recommendations. The Council may adopt, revise, or change the disposition made by the Executive Board.

Business Representative

Section 7. The Business Representative shall be the recognized representative of the Council. He shall keep informed of all work within the jurisdiction of the Council, and shall keep copies of existing agreements between the Council and employers. He may require Local Unions, their business representatives, and employers to furnish him with information concerning the observance of existing agreements and trade rules and practices. He shall immediately report to the Council violations of agreements and trade rules and practices. He shall report to the Council any job contemplated or going on by contractors with whom the Council has not an agreement.

Although he is not to be considered an officer of the Council, nevertheless all provisions relating to the qualifications and performance of duties of officers are applicable to him.

Section 8. Should any officer absent himself from two (2) regular, consecutive meetings, unless his absence is excused by the Council or the General President, the office may be declared vacant and a new officer elected.

Section 9. Any officer who violates or attempts to violate the Constitution and By-Laws of this Council may be suspended or fined as this Council may determine after trial as hereinafter provided.

Installation of Officers

Section 10. The retiring President or Vice-President of this Council shall install the newly elected officers in accordance with the ritual of the International Hod Carriers', Building and Common Laborers' Union of America.

ARTICLE 9

Cards

Section 1. In localities where there are Building Trades Councils each Local Union shall procure quarterly building trade working cards through this Council at its regular meetings upon order signed by the President and Secretary with the seal of the Local Union impressed thereon, and no card shall be issued directly to any person by this Council.

Section 2. Cards shall not be issued to any Local Union which is two months in arrears for payment of cards, affiliation tax or other lawful assessment.

Section 3. All Local Unions shall take quarterly working cards for all members in good standing in their Local Union.

ARTICLE 10

Section 1. Except as hereinbefore otherwise provided grievances and charges within the jurisdiction of this Council must be brought before the Executive Board of this Council, which shall act and constitute the Trial Board.

Section 2. If any charges are brought before the District Council as above mentioned, they shall be filed with the Secretary of the District Council. The charges must be in writing, and must clearly and specifically set forth the violation or wrong charged. The charge must be signed by a member in good standing. It must be filed in duplicate.

Section 3. The Secretary shall notify the members of the Trial Board that charges have been filed and are pending; the accused shall be given at least seven (7) days written notice of the time and place of trial and by mailing a copy of the charges to his

last known address. The Board may, if in their judgment, justice so requires, grant a reasonable delay to the accused.

Section 4. The Trial Board shall hear witnesses and in its discretion may also receive evidence in the form of affidavit.

Section 5. When the Trial Board has reached a decision it shall report its findings and sentence, if any, or acquittal to the next regular meeting of the Council. The decision and sentence shall not be binding if two-thirds of the members present and voting shall refuse to approve the finding of the Trial Board.

Section 6. If either party, the accuser or the accused, is aggrieved by the finding of a Trial Board he may within thirty (30) days from the date he is notified of the final decision of the Council, take an appeal therefrom to the Executive Board of the International Union by transmitting to the General Secretary of the International a copy of the charges, the finding and disposition of same by the Trial Board and such evidence as was submitted before the Trial Board, with a request to file additional evidence if the party desires to file evidence which had not been presented to the Trial Board.

Section 7. If an appeal is seasonably taken it shall have the effect of staying the sentence until the appeal has been decided by the International Executive Board, and no fine, suspension or expulsion shall be effective pending the appeal. But any officer who has been found guilty of laxity, negligence, incompetence or dishonesty in the performance of his duty shall be suspended from holding said office pending an appeal from the finding of the Trial Board.

Section 8. No one shall sit as a member

of a Trial Board on a case in which he is directly interested or involved. In such case the President of the Council shall appoint a substitute or substitutes from the members of the Council. If the President is disqualified, then the Vice-President shall appoint a substitute or substitutes, and if he is also disqualified, then the substitutes shall be appointed by the remaining Board members.

ARTICLE 11

Power of General President

Section 1. All the powers herein granted and all acts of the Council, its officers and representatives are subject to the approval, disapproval and modification by the General President of the International Union.

Section 2. The General President may, in person or by deputy, take over the affairs, papers and property of this Council whenever he shall deem it advisable, and in such event it shall be the duty of the officers and members of this Council to turn over to him or such person or persons deputized by him, all the books, records, papers, property and funds and to assist and cooperate with him in making proper and thorough investigation of the conditions existing in the Council. While the affairs of the Council are in the possession of the General President all officers and business representatives are relieved from their particular trust.

ARTICLE 12

Revocation of Charter

Section 1. The charter creating this Council and the powers granted thereby may be recalled, revoked or annulled by the International Executive Board.

ARTICLE 13
Recourse to Courts

Section 1. This District Council, the officers or members thereof, and members or Locals affiliated with the Council shall not resort to any court whether in law or equity, in any matter involving a question arising out of his or its membership in this Council, in the International Hod Carriers', Building and Common Laborers' Union or in any Local affiliated with this Council until and unless he or it has first exhausted the remedies prescribed by the Constitution, rules and practices of the International and the Constitution and By-Laws of the Council and the Constitution and By-Laws of the respective Local. If any member or Local, or the District Council violates the above provision and his or its action terminates unfavorably, such party shall reimburse the prevailing party for the actual cost incurred for the defense of said action.

By-Laws

Section 1. Any additions, changes or amendments to these By-Laws or Constitution must be submitted in writing and read at two (2) regular and consecutive meetings before being submitted to a vote. All new laws and amendments become effective thirty (30) days after their adoption and if and after approval by the General President.

Section 2. No money shall be drawn on the Secretary-Treasurer after 11 p. m.

Section 3. All delegates shall conduct the business of this Council in a sensible and courteous manner.

Section 4. All members of committees must carefully guard the property of this Council and they may be withdrawn for any dishonest conduct; and any member who does not attend to his duties for his Local

Union, the Local Union shall be notified and withdraw said delegate from this Council.

Section 5. Any member failing to come to order at the request of the Chair may be fined or expelled from the meeting.

Section 6. A fine of one dollar ($1.00) may be imposed on the Secretary-Treasurer and the Board of Trustees every time the books are not present at the meeting or the quarterly report is not submitted in accordance herewith.

Section 7. Local Unions shall send into this Council a correct report of the number of members initiated, and present their books when requested by the Council.

Section 8. The per capita tax or quota payable to this Council shall be payable on the first day of each month in advance or quarterly in advance. If not paid within 60 days the Local is in arrears.

Section 9. A member of a local affiliated with this District Council shall not be required to transfer while working within the jurisdiction of another local affiliated with this Council.

Section 10. No cards shall be recognized two months after the date of expiration.

Section 11. All special and standing committees shall consist of at least five (5) members except as otherwise provided.

Section 12. All committees, both special and standing, shall report in writing at each meeting.

Section 13. On all questions of importance secret ballot shall prevail.

Rules of Order

1. When the President has called the meeting to order there shall be order and no person shall be admitted during the reading of the minutes.

2. The rules of order may, on motion, be suspended by a two-thirds vote.

3. The President shall preserve order and announce such matters adopted at meeting. He shall decide all questions of order without debate.

4. Any appeal from the decision of the Chair shall not be open for debate, providing the appellant may be given one opportunity to state his reason for an appeal and the Chair one opportunity to defend his decision. Majority vote shall rule.

5. Any member who enters the meeting room in a state of intoxication or disturbs the harmony of the meeting by abusive, profane or sarcastic language, or refuses to obey the presiding officer shall be reprimanded by the Chair, and if he offends again he shall be made to leave the meeting room, and any other disciplinary measures shall be according to the by-laws provided therefor. His Local Union shall be requested to withdraw such delegate.

6. No member shall be interrupted when speaking except on a point of personal privilege, a point of order, or for the purpose of requesting explanation or information.

7. If a member, while speaking, is called to order, he shall take his seat by request of the Chair while the question of order is decided, when, if permitted, he shall proceed.

8. If two or more arise to speak at the same time, the Chair shall decide who is entitled to the floor.

9. A motion will not be subject to debate until it has been seconded and stated by the Chair.

10. After having stated the motion, the President shall ask: "Are you ready for the question?" And if no one arises to

speak he shall put it to a vote. After it has been put to a vote and carried, no member shall be allowed to speak upon it. Any member may call for a standing vote and not less than one-third may request a roll call or ballot.

11. When a question is before the house no motion shall be in order except to lay on the table, to postpone indefinitely, to commit or amend which motion shall take precedence in the order named.

12. A motion to adjourn shall not be in order until the regular business is disposed of, or before 11 p. m., if there is any business before the meeting, except under suspension of the rules.

13. A motion to put the question, being seconded, shall immediately be put to the meeting, and if carried, debate shall cease upon subject.

14. On the call for previous question, the President shall present the same in this form: "Shall the previous question now be put?"

15. A motion to reconsider can only be made by a member who voted with the prevailing side in the first instance.

16. When a question has been decided it can only be reconsidered at the same or the next succeeding regular meeting.

17. No delegate shall speak on any question longer than five minutes or more than once until every delegate who desires has spoken.

18. It shall not be in order for any delegate who was speaking on any question to move the previous question at the close of his remarks.

19. No member shall be allowed to enter or leave the meeting room during the reading of the minutes or while a vote is being

taken on any motion. All votes on any matter of importance shall be taken by ballot.

20. Personalities are not permitted in debate.

21. Any member having made a motion can withdraw it with the consent of his second, but a motion once debated cannot be withdrawn except by unanimous consent of the meeting.

22. A motion to amend shall be in order, but a motion to amend an amendment shall not be permitted.

23. When a delegate wishes the floor he shall arise and respectfully address the Chair, and if recognized by the Chair he shall be entitled to the floor.

24. Each delegate, when speaking, shall confine himself to the question under debate.

25. Each and every delegate shall vote on all questions before the Council, unless personally interested or being excused by the Chair.

26. All motions shall, on request of the Chair or any member, be reduced to writing.

27. Any member, while discussing a question, may read from any book or paper any matter pertaining to the subject, on receiving permission from the Chair.

28. Any member may decline from serving on a committee, if at the time he is a member of two other committees.

29. No committee shall sit during session of the Council, unless by permission of the Council, except the Credential Committee.

30. No partisan or sectarian discussion shall be permitted in the meeting of this Council.

31. Cushing's Hand Book of Parliamentary Rules shall govern the proceedings of this Council, when not otherwise provided.

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RITUAL

of the

International Hod Carriers' Building and Common Laborers' Union of America

As revised by the General Executive Board pursuant to the Directions of the Eighth Convention of the International Hod Carriers', Building and Common Laborers' Union of America held at St. Louis, Mo., September, 1941.

Meetings

The hour of the meeting having arrived, the President, or in his absence, the officer entitled to the Chair, will call the meeting to order. The regular order of business will then be followed. When all of the business has been fully covered, the meeting will then be declared adjourned by the Chairman.

All of the officers will perform their duties at meetings as outlined in the International and Local Union constitutions and as may be required of them by the Chairman.

No discussion of partisan politics or sectarianism shall be permitted during the meeting. Order shall be observed by all present and in the event of any disturbance, the Chairman shall require the disturber to cease the disorder; if the disorder continues, the Chairman shall order the individual removed from the meeting.

Initiation

At the proper time, in the order of business, new members shall be initiated. The Chairman shall request the Sergeant-at-Arms to admit the candidates, who shall stand in front of the rostrum and face the Chairman, who shall advise the candidates that their applications have been accepted after inspection and consideration, and shall ask the candidates if they are ready to take the oath as members of the International Union and of the Local Union. Upon receiving an answer from each of the candidates that they are ready, the Chairman shall then ask each candidate to take the oath as follows:

"I, of my own free will and accord, and

in the presence of these witnesses, solemnly and sincerely promise on my sacred honor that I will never reveal any of the business or proceedings of any meeting of this Union; that I will faithfully aid and protect the interest of this Union and all worthy members of the same, as lies in my power. I further promise that I will obey all laws of this Union, and Constitution of the National Union and that I will pay all dues, fines and assessments ordered by this Union, and that I will protect and defend the principles of this Organization to the best of my ability.

"And, I further promise that I will do all in my power to procure employment for such brothers as may desire situations in preference to any and all non-union men.

"To all this I pledge my sacred honor, and to violate this pledge will stamp me as a man devoid of honor."

Installation of Officers

After the Officers of Local Unions, District Councils, or of the International Union have been duly and properly elected, in accordance with the provisions of the Constitution of the International, Local, or District Council, they shall be inducted into office by taking the following oath:

"I (your name), do hereby sincerely pledge my honor to perform the duties of my office as prescribed by the laws of this Union, and to bear true allegiance to the International Hod Carriers', Building and Common Laborers' Union of America. I will deliver to my successor in office all books, papers and other property of this

Union that may be in my possession at the close of my official term.

"I will also deliver all property of the Hod Carriers', Building and Common Laborers' Union of America to the President of the same upon demand.

"All this I solemnly promise with the full knowledge that to violate this pledge is to stamp me as a man devoid of principle and destitute of honor."

After the oath has been completed the person officiating shall duly declare the Officers elected.

NOTE: The induction of Officers in Local Unions and District Councils should take place at a regular meeting of the Body.